By-law No. 7
The University of Western Ontario Faculty Association
Negotiations

Version	Effective Date	Supersedes
3.0	Approved by Board July 7, 2026 Pending Membership Approval	Version 2.0 March 28, 2023
By-law Approver	**By-law Owner**	**By-law Contact**
Board of Directors Confirmation by Membership	Policy & Governance Committee	UWOFA Vice-President
Last Reviewed	**Next Review Date**	**Required Reviewers**
April 2026	April 2028	Policy & Governance Committee Chief Negotiator UWOFA-F Chief Negotiator UWOFA-LA

1. As provided in this by-law, the Board shall, for each collective bargaining process, appoint a Chief Negotiator, a Deputy Chief Negotiator, a Negotiating Committee and a Collective Bargaining Committee. References to these positions and committees are to them as they pertain to a specific collective bargaining process.

2. At least 15 months before a collective agreement is to expire, the Board shall appoint a Chief Negotiator and a Deputy Chief Negotiator.

3. If the position of Chief Negotiator or Deputy Chief Negotiator becomes vacant, the Board shall, in consultation with the Negotiating Committee, appoint a replacement.

4. The Chief Negotiator shall lead the Negotiating Committee in preparing for and in the conduct of negotiations. The Deputy Chief Negotiator shall assume these responsibilities when the Chief Negotiator is unable to fulfil them.

5. The Chief Negotiator, the Deputy Chief Negotiator and either the President or a member of the Executive Committee designated by the President are *ex officio* members of the Negotiating Committee. The Chief Negotiator shall chair the committee. The Negotiating Committee is responsible for the direct negotiations with the Employer.

6. Within 30 days of being appointed, the Chief Negotiator and the Deputy Chief Negotiator, jointly, shall propose to the Board at least 4 Members as nominees for additional members of the Negotiating Committee. For collective bargaining for UWOFA-F, the nominees shall include at least one Part-Time Member and at least one Member with a Limited-Term appointment.

7. The Board shall appoint at least 4 Members as additional members to the Negotiating Committee, considering but not bound by the nominees provided. For collective bargaining for UWOFA-F, the members shall include at least one Part-Time Member and at least one Member with a Limited Term appointment.

8. The Board, in consultation with the Chief Negotiator, may remove, replace or appoint Members to the Negotiating Committee at any stage in the collective bargaining process.

9. The Negotiating Committee shall take its instructions from the Board and is accountable to the Board. Its mandate comes from the Board acting on behalf of the Association.

10. All members of the Negotiating Committee shall be members of the Collective Bargaining Committee. The Collective Bargaining Committee is responsible for identifying the goals to be pursued in negotiations and drafting language which would implement those goals.

11. At least 13 months before a collective agreement is to expire, the Board shall appoint 5 additional Members to the Collective Bargaining Committee, selected with a view to achieving broad representation of constituencies within the Bargaining Unit. For UWOFA-F, at least one of these appointees shall be a Part-Time member. The Board may consult the Faculty Stewards Council, the Librarians and Archivists Stewards Council, and UWOFA Committee chairs to identify suitable appointees.

12. The Board shall appoint a chair of the Collective Bargaining Committee from among the members of the committee.

13. The Board may remove, replace or appoint Members to the Collective Bargaining Committee at any stage in the collective bargaining process.

14. The Collective Bargaining Committee may consult with Members or other people who have a special interest in, or experience with, the subject matter and issues under discussion.

15. The Chief Negotiator shall keep the President informed of all aspects of negotiations and shall report to the Executive Committee, the Board and the membership on the progress of negotiations.

16. While appendix A of By-law No. 2 states that "[t]he President shall represent and speak for UWOFA in its dealings with the university", the Chief Negotiator is UWOFA's spokesperson for communication with the university on matters under negotiation in collective bargaining. The President shall consult the Chief Negotiator before communicating with university administration about matters under negotiation. No other person shall represent UWOFA in communication with the university administration about matters under negotiation without the consent of the Chief Negotiator and the President.