

**Directly Chartered Local 60550–Public Service Alliance of Canada
Union of Graduate Student Workers (UGSW)**

Graduate Student Teaching Assistants (GSTA) and Graduate Student Research Assistants (GSRA)
at the University of New Brunswick, Fredericton and Saint John

Your full Constitution & Bylaws found on website at
[http://ugsw.ca/joomla30/images/Structure/UGSW-
Bylaws-02-22-2018.pdf](http://ugsw.ca/joomla30/images/Structure/UGSW-Bylaws-02-22-2018.pdf)



By-Laws

Adopted: 29 March 2010
Amended: 18 October 2011
Amended: 10 October 2012
Amended: 26 February 2015
Amended: 30 March 2017
Amended: 22 February 2018
Amended: 7 November 2018

Resulting Bylaw changes – Fall GMM 2018

Friendly amendment:

- 12.13 A quorum of 50% of the Executive Committee must be present all General Membership Meetings, one of which must be the President, Vice-President Fredericton, or Vice-President ~~Fredericton~~ Saint John.

Amendments for standardization and stabilization of Union Officer support:

- 13.12 (b) The amount shall be as follows:
- | | |
|---|--|
| President – 2-units \$6000 | Treasurer – 1.5-units \$4500 |
| Vice-President Fredericton – 1-unit \$3000 | Vice-President Saint John – 1-unit \$3000 |
| Chief Steward – 1-unit \$3000 | Secretary – 1-unit \$3000 |
- (c) The amount received shall be divided into ~~three~~ twelve parts and each Executive Officer shall receive one part at ~~the end of~~ each ~~academic term~~ monthly Executive Meeting, less any membership dues previously covered by the Union for any Executive Officer not holding a current GSTA or GSRA during that month.
- (d) ~~In the event that more than one individual has held a given position in a term, the honorarium will be divided between them according to number of months in office.~~
- (e)(d) If a position is vacant by part or by whole, the amount allocated for that position shall be divided among the remaining Executive Officers for assuming additional responsibilities.
- (f) ~~Beyond the re-allocations for vacant or split positions, the amount of each Executive Officer's honorarium shall not be reduced or increased after their term of office begins and until it ends or resignation occurs; however, the Membership may request public reports on Officer activities and raise any concerns of imbalances to the Executive Committee and/or at a General Membership Meeting.~~

Amendments for accountability and stability:

- 13.8 Executive Committee meetings shall be conducted at least once per month. If any Executive Officer fails to be present at the call to order for **any combination of** three (3) Executive Meetings **and/or General Membership Meetings** in a year, excluding emergency meetings, the Executive Committee may declare the position vacant.

13.13 Executive Accountability & Opportunities for Improvement

- (a) Each member of the Executive Committee will receive a review score enclosed with their monthly honoraria. No fellow member, save the President, will know this score. The President's score will be calculated by one of the Vice-Presidents.
- (b) The score will be based on a combination of a tally of completed tasks, total deadlines met, and peer-review measures.
- (c) Peer-review measures are determined by each incoming Executive Committee, according to individual skills and the needs of the Union; this serves as a consensus-based contract between members of the Executive Committee.
- (d) Members receiving a score below the Executive Committee's agreed upon threshold may either request advice for improvement during the Executive meeting or in private with the President. If the President's score is below the threshold, this must be discussed during the Executive meeting.
- (e) A second insufficient score will be addressed by the President and/or the Executive Committee through discussion on reallocation of tasks and proportionate honoraria until the member's score meets the expected threshold.
- (f) After a third insufficient score, the President (or Vice-President) will inform the Executive Committee, who may declare the position vacant.
- (g) Members may have their score adjusted on compassionate grounds through discussion with the President, but reallocation of duties and Honoraria may still occur if completion of tasks remains a concern.

Amendments for guidance for stewards

Article 15: DUTIES OF EXECUTIVE OFFICERS & STEWARDS

15.8 Information Steward

- (a) May represent members of a specific Graduate Academic Unit, Faculty, and/or Equity Group as their designated 'unit'.
- (b) Serves as liaison between their unit, its members, and the Union Executive.
- (c) Assists with information sessions and the completion of membership forms within their unit.
- (d) Assists with the circulation of information within their unit regarding Union events, campaigns and other activities.
- (e) Participates in, and assists with the organization of, Union events and workplace actions.
- (f) Connects unit members with appropriate Union representatives to address concerns and reports potential areas of concern or opportunity to the Stewards Network and Executive Committee.
- (g) Participates as members of Joint Committees, affiliated community groups, or assists in the creation and strengthening of relevant Union committees and/or events.
- (h) Works closely with, and under direction from, the Chief Steward and the Executive Committee.

15.9 Shop Steward

- (a) Fulfills all the duties of an information steward.
- (b) Completes PSAC training in workplace conflict and grievance handling.
- (c) Liaise with employment supervisors and faculty members to address relevant workplace concerns.
- (d) Provide representation to members for appropriate grievance hearings.
- (e) Seeks out training regarding subjects such as the duty to accommodate, workplace safety, discrimination & harassment, human rights, and supporting equity groups.
- (f) Confers with the Chief Steward and/or President throughout grievance processes.
- (g) Assists the Executive Committee in enforcing the Collective Agreement and laws regarding labour, health & safety, human rights, and any other relevant policies.