

The members of the Okanagan Faculty Committee are bound by the terms of the UBC Faculty Association and Constitution and Bylaws. These additional terms of reference have been approved by the Executive Committee on December 7, 2022 and should be reviewed in five years.

Mandate

The Mandate of the Okanagan Faculty Committee shall be to consider matters and develop local activities specific to the Okanagan Campus; to bring to the attention of the Association matters which directly concern and assist in implementing the Collective Agreement in respect of Association members employed at the Okanagan Campus. The Committee will provide a forum for expression of the views of the Association's members employed on the Okanagan Campus on all matters within the Association.

Chair of the Committee:

The Chair of the Committee will be elected for a two year term, beginning July 1st following the election. The Chair of the Okanagan Faculty Committee shall be responsible for ensuring the duties of the OFC are carried out in accordance with its terms of reference. The duties of the Chair shall include holding regular meetings; chairing all meetings of the Committee; coordinating the work of the Committee; and reporting on the activities of the Committee to the Executive Committee in Executive Meetings and annual reports and contributions to planning retreats. The Chair shall forward any requests for budgetary support to the Faculty Association President/Executive Director for consideration and further approvals if necessary.

Members of the Committee

On an annual basis, the Chair shall make a public call for volunteers to serve on the Committee. The Chair shall attempt to ensure the Committee has broad representation from across the Okanagan Campus. The Executive Committee shall be provided with and approve the names of the members of the Committee. Members of the Okanagan Faculty Committee do not perform the work of the Association's professional labour relations staff. The Faculty Association President and Executive Director shall be an ex-officio member of the Committee.

Term of Office

Members will normally serve for one year, renewable. Any member of the Committee may resign upon giving written notice thereof to the Chair. New members may be added to the Committee at any time, upon the recommendation of the Chair and ratification by the Executive Committee.

Scope of Duties

- Attend regular committee meetings and meet timelines associated with committee work
- Develop educational activities and orientation sessions
- Actively support the planning, implementation and evaluation of the committee's activities in carrying out its mandate.
- Monitor and assess ongoing issues at UBCO in order to contribute to agenda and discussion items
- Serve as liaison and committee representative at the member's department or unit and report back on issues
- Communicate with faculty at the Okanagan Campus through articles in relevant union newsletters or via email correspondence in line with the policies of the Faculty Association
- Assist the Chair in recruiting suitable volunteer members for the Committee.