

Proposal: Bylaw Amendment Process

SECTION 17 – AMENDMENTS

(a) These bylaws are always subordinate to the CUPE National Constitution (including Appendix “B”) as it now exists or may be amended from time to time, and in the event of any conflict between these bylaws and the CUPE National Constitution, the latter shall govern. The National President has the sole authority to interpret the CUPE National Constitution.

(b) These bylaws will not be amended, added to, or suspended except upon a two-thirds (2/3) majority vote of those present and voting at a regular or special membership meeting following seven (7) days’ notice at a previous meeting or at least ~~thirty~~ **thirty six** days written notice.

(c) Members of the Local may submit changes to the bylaws to the Chair of the Bylaw Committee for consideration by the Bylaw Committee. The Bylaw Committee, in addition to member-submitted proposals, may also propose changes to the organization's bylaws.

Proposals submitted by members to the Bylaw Committee for consideration at a General Membership Meeting (GMM) must be received by the Bylaw Committee no later than sixty (60) days prior to the scheduled date of the GMM. Once reviewed by the Bylaw Committee and approved by the Executive Committee, notice to the membership will be given as per 17(b) and presented at the following membership meeting.

The President, with the approval of the Executive Board, may also call for a special membership meeting to discuss and vote on the proposed amendments.

(c) No change in these bylaws will be valid and take effect until approved by the National President of CUPE. The validity will date from the letter of approval of the National President.

Bylaw Proposal: Establishing Bylaw Committee and Improving Member Involvement

SECTION 14 – COMMITTEES

(c) Permanent Committees

Permanent committees will have a term of two years. **An open call to join the committees will be made every two years and members will be invited to express their interest. The open call will be held before the end of the calendar year.** The Chairperson and the Executive Board may, with the concurrence of the membership, jointly appoint **applicants and** other members to serve on a committee. **The members will be announced at the February General Membership Meeting.** Committees will provide written reports to each regular

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membership meeting. The President and Vice-President shall be a member, ex-officio, of each committee. There shall be ~~two (2)~~ **three (3)** permanent committees as follows:

3. Bylaws Committee:

The bylaws committee shall be charged with overseeing, changing, and updating the Local Bylaws ensuring that they are up to date and consistent with current practice and following guidelines set out in section 17 of the current Bylaws.

- 1. A Chair shall be elected by the committee itself.**
- 2. Members of the Bylaws Committee may submit recommendations to the executive for approval.**
- 3. Members of the Local may submit changes to the bylaws to the Chair of the Bylaws Committee for consideration by the Bylaws Committee.**
- 4. Recommendations for bylaw changes put forth by members are subject to review by the bylaws committee to ensure language is consistent and compliant with the Bylaws and National Constitution. All proposals are subject to executive approval for consideration at a membership meeting.**
- 5. The President and Vice-President shall be a member, ex-officio, of the Bylaws Committee, which may include up to three (3) additional members.**

2. Communications Committee

This committee shall be chaired by the Vice President and **may include up to three (3) additional members.** ~~shall consist of, but not limited to, the Executive Board members and the Stewards.~~ This committee shall meet quarterly to develop the communications plan for the units.

Proposal: Eliminate Two Meeting Rule Requirement

SECTION 8 – NOMINATION, ELECTION, AND INSTALLATION OF OFFICERS

(a) Nominations

~~3. To be eligible for nomination, a member shall have attended at least two of the membership meetings held in the previous twelve months, unless a valid reason acceptable to the Local Union was given for non-attendance.~~

Bylaw Proposal: Adding 89 Chestnut and Faculty Club Negotiating Committees (Housekeeping)

SECTION 14 – COMMITTEES

(b) Negotiating Committee

This will be a special committee established at least three (3) months prior to the expiry of the Local Union's collective agreement and automatically disbanded when a new collective agreement has been signed. The function of the committee is to prepare collective bargaining proposals and to negotiate a collective agreement.

The committee shall consist of members, all elected at a special or general membership meeting. The CUPE Representative assigned to the Local Union shall be a non-voting member of the committee and shall be consulted at all stages from formulating proposals, through negotiations, to contract ratification by the membership.

All members of Local 3261's negotiating committee shall attend Level 1 and Level 2 of CUPE's collective bargaining educationals.

- Full-time and Part Time Unit Negotiating Committee: The Committee shall consist of the President, The Unit Representative and six (6) other members of the Unit with at least one (1) from Scarborough Campus, one (1) from Mississauga Campus. and a minimum of one (1) part-time bargaining unit member.

- Casual Unit Negotiating Committee: The Committee shall consist of the President, The Unit Representative and up to three (3) members of the unit.

- **89 Chestnut Unit Negotiating Committee: The committee shall consist of The President, The Unit Representative and 5 other members selected from each department. These departments include Housekeeping, Maintenance, Kitchen, Stewarding and Banquets.**

- **Faculty Club Unit Negotiating Committee: The Committee shall consist of the President, The Unit Representative and two (2) members of the Unit.**

- Full-time Unit (University of Toronto Press Warehouse) Negotiating Committee: The Committee shall consist of the President, The Unit Representative and two (2) members of the unit.

- Part-time Unit (University of Toronto Press Warehouse) Negotiating Committee: The Committee shall consist of the President, The Unit Representative and two (2) members of the unit.

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- Part-time Unit Retail (University of Toronto Press) Negotiating Committee: The Committee shall consist of the President, The Unit Representative and two (2) members of the unit.

Proposal: Changes to Elections per CUPE National Recommendations (Housekeeping)

SECTION 8 – NOMINATION, ELECTION, AND INSTALLATION OF OFFICERS

(b) Elections

1. The President and Recording Secretary will be elected in even years. The Vice President, Health & Safety Officer, Unit Representatives, Chief Steward and Secretary-Treasurer shall be elected in odd years.
2. At a membership meeting, at least one month prior to the start of the election, the President will, subject to the approval of the Executive Board, appoint an Elections Committee consisting of a Returning Officer and assistant(s). The Committee will include members of the Local Union who are neither Officers nor candidates for office. The Committee
3. The Returning Officer will be responsible for issuing, collecting, and counting **votes** ~~ballots~~. The Returning Officer must be fair and impartial and see that all arrangements are unquestionably democratic.
4. The voting will take place prior to the regular membership meeting in October, and will be conducted using secure third party electronic ~~ballots~~ **vote**. The vote will be ~~by-secret ballot~~.
5. On the first working day two weeks prior to the regular October membership meeting, electronic ~~ballots~~ **votes** will be released to all members to the email address the member has on file with the Union. Voting will remain open for five working days.
6. For those unable to **electronically** vote ~~by e-mailed ballot~~, in person voting will be made available at electronic voting stations. These stations will be staffed by at least two members of the Elections Committee and will be made available for at least one day on each of the St. George, Scarborough, and Mississauga campuses, as well as at the University of Toronto Press warehouse and Chestnut Residence.
7. A majority of votes cast will be required before any candidate can be declared elected. If no candidate receives a majority of votes cast in the first round of voting, the two candidates receiving the most votes proceed to a runoff **vote** ~~ballot~~. This second **vote** ~~ballot~~ will be taken the following week, following the same procedure as the first **vote** ~~ballot~~ as described in paragraph 5 and 6.
8. The results of each vote will be announced by the Returning Officer on the day

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following the end of each voting period.

9. When two or more nominees are to be elected to any office by **vote ballot**, each member voting will be required to vote for the full number of candidates to be elected or the member's **vote ballot** will be declared spoiled.

10. If a candidate requests a recount of the results of their Election, they may, in the presence of a representative from each candidate concerned, and in the presence of the CUPE National Representative or a CUPE designate, meet with the Returning Officer to review relevant documentation and records provided by the election service provider carrying out the vote to recount the vote.