

Report to MUNFA Membership regarding Proposed Changes to the Terms of Reference of the Executive Committee

July 31, 2017

Prepared by the Executive Committee of MUNFA

At the April 18, 2017 MUNFA General Meeting, proposed changes to the Terms of Reference of the MUNFA Executive Committee were presented along with a rationale, and Members were invited to provide feedback from the floor. These proposals were subsequently posted to the MUNFA website, with a view to soliciting additional feedback from our membership. At the July 20, 2017 meeting of the MUNFA Executive Committee, all feedback was discussed. This report summarizes the changes to the Terms of Reference recommended by the Executive Committee.

Feedback on these proposals can be forwarded to membership.munfa@mun.ca until August 11, 2017. As required by our constitution, there will be a vote on these changes at MUNFA's October 2017 General Meeting.

1. Executive Committee Membership:

Current Structure

President
Past-President
Vice-President
Secretary
Treasurer
CAUT Council Designate
6 Members at Large (St. John's)
1 Member at Large (Grenfell Campus)

Proposed Structure

President (to assume role of CAUT Council Designate)
Past-President
Vice-President-External (President-elect)
Vice-President-Internal
Secretary
Treasurer
1 Member at Large (Grenfell Campus)
1 Member at Large for Contract Staff (any campus)
5 Members at Large (St. John's)

2. Administrative committee to be composed of President, Past-President, VP-External, Treasurer, and Secretary.

3. An individual is only permitted to serve two consecutive terms in the same position (note that individuals can run for election for a different position after serving two consecutive terms in the same position).

4. Positions will have different terms of office as follows:
 - President – 1 year
 - Past-President – tied to President
 - Vice President- External – 1 year (becomes President)
 - Vice President-Internal – 2 year
 - Secretary – 2 year
 - Treasurer – 2 year
 - 1 Member at Large (Grenfell Campus) - 2 year
 - 1 Member at large for Contract Staff (any campus) – 1 year; elected in the fall
 - 5 Members at Large (St. John's) – Two 2 year terms and 3 one year terms

5. VP-External will automatically assume the role of President. As the President will continue to transition into the Past-President position this means an individual will make a 3 year commitment.

6. Positions will have staggered terms of office to ensure continuity from one year to the next. The positions need to be staggered 'in' as currently all Executive Committee members are on one year terms. The following are the terms of office that various positions will serve as we phase in a fully staggered model.

Election 2018

President – 1 year
 VP-External – 1 year
 VP-Internal – 2 year
 Treasurer – 2 year
 Secretary – 1 year
 Grenfell Rep – 1 year
 Contract Faculty Rep – 1 year
 Member at Large (SJ) – four 1 year and one 2 year

Election 2019

VP-External – 1 year
 Secretary – 2 year
 Grenfell Rep – 2 year
 Contract Faculty Rep – 1 year
 Member at Large (SJ) – three 1 year and one 2 year

Election 2020

VP-External – 1 year
VP-Internal – 2 year
Treasurer – 2 year
Contract Faculty Rep – 1 year
Member at Large (SJ) – three 1 year and one 2 year
Election 2021

VP-External – 1 year
Secretary – 2 year
Grenfell – 2 year
Contract Faculty Rep – 1 year
Member at Large (SJ) – three 1 year and one 2 year

Plan:

- Seek additional feedback from members before the October AGM. This document will be posted to the MUNFA website with instructions for providing feedback.
- Constitution and by-laws to be revised to reflect recommended changes so a notice of motion will be forwarded to the membership at least 10 days before the AGM (see Constitutional requirement below).
- Vote on changes at October AGM.
- If approved changes become effective for nomination process in Winter 2018.

Constitutional Change Required

Our constitution stipulates the following regarding changes to the constitution:

- Article IX (Amendments): Amendments to the Constitution shall require the approval of a two-thirds majority of those present and voting at any general or special meeting. Notice of motion concerning any proposed amendment shall be circulated to members at least ten days before the amendment is placed before the meeting. Such motions may be amended at the meeting at which they are being discussed.