

# Appendix J. Political Action and Social Justice Committee Terms of Reference

## **Name**

The Political Action/Social Justice Committee.

## **Mandate**

The work of the Political Action/Social Justice Committee addresses concerns in three contexts: the University of Western Ontario, Canada, and internationally. Because the university, provincial government, and federal government create policies and/or pass laws that have a direct impact on workers' lives, the Political Action/Social Justice Committee educates members about how these policies or laws affect them and works together to influence university officials and politicians. The Committee may also work with other progressive groups and coalitions to promote alternative policies which benefit workers, their families and communities; and the Committee may engage in solidarity-building acts with other labour communities, domestically or internationally, or with other progressive political groups.

## **Membership**

The Committee shall be chaired by the Racial Equity Officer or a committee member nominated by the chair and approved through election by the Committee.

The committee may also include a secretary-treasurer, and other members in accordance with the PSAC Union Bylaws. Some experience with developing and editing media would be an asset.

The chair shall be selected from the Committee's members at the first meeting and shall be responsible for calling meetings and preparing meeting agendas. The secretary-treasurer shall be responsible for taking minutes of the meetings and circulating them to Committee members, and for working with the secretary-treasurer to maintain the Committee's budget.

## **Membership Selection**

Interested members must send an email to the Racial Equity Officer at [racialequitypsac610@gmail.com](mailto:racialequitypsac610@gmail.com) (please cc [staffpsac610@gmail.com](mailto:staffpsac610@gmail.com)) indicating (a) their interest to be on the Committee and (b) their faculty of study. Interested members are also invited to provide a brief statement of why they would like to be a part of the Political Action/Social Justice Committee. All members who express an interest by the deadline of September will be considered for appointment.

## **The First Meeting**

The first meeting will be scheduled by the Racial Equity Officer and the appropriate information will be emailed to successful candidates.

### **Meetings Duration and Location**

Meetings will generally be held in the GTA Union Office, Somerville House Room 1313. Meetings will generally be scheduled for period of an hour. The frequency of meetings will depend on the projects the Committee undertakes.

### **Procedures**

The Committee will proceed under the Burnoit's Rules of Order.

### **Honoraria**

Small honoraria will be provided to all non-executive members of the Committee, pending the approval of the Executive Committee of the Local. The honoraria will in part depend on the activity of the Committee.

[Updated October 2024]