



Unit 1 Bargaining Research Committee Terms of Reference

Created on July 9, 2021

Members and Composition

- 3 members, in good standing, elected at a GMM
- A member of the Bargaining Research Committee (BRC) can not be a member of the Unit 1 Bargaining Committee

Term – Until both Parties ratify the Collective Agreement. At that point, the committee ceases.

Chair of BRC – Selected at the first meeting

Note Taker – Selected at the first meeting.

Meetings

- Frequency: At least once a month.
First Friday of the month @ 9:00am.
- Quorum: Three is preferable, but two is acceptable.

Minutes – Minutes are recorded and are accessible to members on request.

Decision Making – Consensus based.

Reporting

To the Executive – Oral Report at Exec Meeting

To the Membership- Oral Report at GMM

- Written communique every month to Outreach Officer for e-blast
- Alternate methods of Communication (ex: Town Halls) are possible

Key Research Areas

- Examining Collective Agreement language, especially from Academic Locals
- Examining Collective Agreement language across the sectors
- CUPE 4207, Unit 1 Membership Data (ex: grievances)
- CUPE 4207, Unit 1 Employee Contracts
- Benefits Data, especially from Academic Locals
- Members' Interests and Concerns

Research Requests

- Sent to the Chair of the BRC
- A Research Request can come from the Executive through the President, the U1 Bargaining Committee through the Chair, or the General Membership through the President.
- Any Researched Request can be accepted or denied by the BRC.

Attendance

- At least one BRC member will strive to be in attendance at each U1 Bargaining Meeting with the Employer as an Observer, at each Executive Meeting, and at each General Membership Meeting.

Storage of Information

- Information will be stored on an union owned Gmail account that is accessible only to members of the BRC.

