

Appendix N. Gender Equity Committee Terms of Reference

Name

The name of this committee is the Gender Equity Committee. The name serves to express that the purpose of this committee is to promote the fair, equal, and responsive treatment of those who are marginalized on the basis of gender identity-- including women, trans, non-binary, and genderqueer individuals.

Term of the Committee

The work of the Gender Equity Committee is ongoing, but members are elected each year as specified in the PSAC Local 610 bylaws.

Mandate and Goals

The Gender Equity Committee is a special standing committee of PSAC Local 610, as specified in the bylaws. According to the bylaws, “Special standing committees aid the Local in its integral and ongoing political outreach and social justice work, central to any labour organization.”

The committee’s purpose is to promote and protect the interests of those who are marginalized on the basis of gender identity and the various other aspects of social identity with which gender intersects. The committee is to advocate for fair working conditions for members of the PSAC 610 Union of Teaching Assistants and Postdoctoral Associates and to ensure that these working conditions allow all individuals to feel safe, respected, heard, and empowered. The committee also intends to promote a sense of community among those marginalized on the basis of gender, to serve as accessible points of contact for individuals to voice their interests and concerns, and to start dialogues concerning gender-based oppression. This committee also aims to build relationships with and to support organizations in the city of London that advocate for improved rights and resources for women, trans, non-binary, and queer individuals in the larger London community.

Membership

The committee shall be composed of the Chair or a committee member nominated by the chair and approved through election by the Committee, the Secretary, the Treasurer, and various Representatives. Membership roles can differ from these stated roles at the discretion of the Chair. The committee shall be restricted to women, trans, and genderqueer individuals in order to provide space for these voices to be heard. The

committee shall have no more than seven (7) members, but may vote to raise the membership limit at their discretion. Events sponsored by the Gender Equity Committee will be open to everyone, but will prioritize the voices of women, trans, non-binary, and genderqueer individuals.

The responsibilities of Committee members shall be as follows:

Chair - The Chair shall organize meetings and prepare meeting agendas. This person shall be the Committee's primary point of contact with the Local's executive committee and other organizations, whether internal or external to the Local and the Public Service Alliance of Canada. The Chair shall be primarily responsible for bringing motions and bargaining demands arising from the Gender Equity Committee to the appropriate Committee or organization.

Secretary - The Secretary shall take minutes of Committee meetings and distribute them to the Committee membership. This person shall also make room reservations when appropriate.

Treasurer - The Treasurer shall maintain the Committee budget. This person shall be responsible for working with the Local's Bookkeeper to reimburse members' expenses, and she shall prepare a proposed budget for the next year, to be reviewed by the Committee during the May meeting.

Representatives - The committee shall be composed of the Chair, the Secretary, the Treasurer, and various Representatives. Membership roles can differ from these stated roles at the discretion of the Chair. The committee shall be restricted to women, trans, and genderqueer individuals in order to provide space for these voices to be heard. The committee shall have no more than seven (7) members, but may vote to raise the membership limit at their discretion. Events sponsored by the Gender Equity Committee will be open to everyone, but will prioritize the voices of women, trans, non-binary, and genderqueer individuals.

Membership Selection

The process for committee membership selection is specified in the PSAC Local 610 bylaws. Interested members must send an email to the Local's Administrative Chair at admnp610@gmail.com (please cc the office at staffpsac610@gmail.com), indicating (a) their interest to be on the Committee and (b) their faculty of study. When voting on specific positions, all current members and candidates for positions may vote.

Meetings and Communications

Meetings occur on a monthly basis and shall be scheduled according to the schedules of the members. Meetings shall generally be held in the PSAC 610 Union Office, Somerville House Room 1313, and shall generally be scheduled for a period of an hour and a half.

The primary form of communication for the Committee shall be meetings and email.

Procedures

The committee will proceed under the PSAC’s Rules of Order and the Feminist Method of Decision Making, as outlined in the PSAC Regional Women’s Committee Handbook. According to the Handbook, the feminist process is “a method of working together and an approach to organizational structure that seeks to foster participation and inclusivity. Feminist process is based in the principle of equality. It emphasizes shared goals, authority, responsibility and accountability”. The advantages of using this process is that “power is shared by many, not concentrated in the hands of a few. Differences are incorporated, not suppressed. The growth of individuals is seen to strengthen, not threaten, the collective” (pg. 11).

Honoraria

Small honoraria will be provided to all non-executive members of the Committee, pending the approval of the executive committee of the Local. Pending approval of the budget and under the condition that members must attend at least 9 meetings to be eligible for compensation, according to section 16.3.

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