

Gender Equity Committee Terms of Reference

Name

The name of the Committee is the Gender Equity Committee.

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 Gender Equity Committee seeks to foster a greater sense of community among members who identify as a woman, trans* individual, non-binary, genderqueer, and/or two-spirit person. The committee takes an intersectional approach to gender equity, understanding that gender oppression intersects with other aspects of identity such as race, sexual orientation, disability, economic status, and other and advocates for improved accessibility, resources, and working conditions for such graduate teaching assistants at the University of Western Ontario, while building relationships with organizations in the city of London that advocate for improved rights, resources, and support systems to achieve gender equity in the larger London community.

Membership

The Committee shall be composed of the chair, the secretary, the treasurer, and a representative from each division (Arts and Humanities, Biological Sciences, Physical Sciences, Social Sciences), if possible. Membership roles can differ from these stated roles at the discretion of the Chair. The Committee shall be restricted to people who identify as a woman, trans* individual, non-binary, genderqueer, and/or two-spirit person. The Committee shall have no more than seven (7) members but may vote to raise the membership limit. Events sponsored by the Gender Equity Committee will be open to everyone (including cis male) unless specified otherwise.

The responsibilities of Committee members shall be as follows:

Chair - The Chair shall organize meetings and prepare meeting agendas. She/They 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 organization.

Secretary - The Secretary shall take minutes of Committee meetings and distribute them to the Committee membership. She/They shall make room reservations when appropriate.

Treasurer - The Treasurer shall maintain the Committee budget. She/They shall be responsible for working with the Local's Finance Chair 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.

Faculty Representatives - (one for each faculty: Arts and Humanities, Biological Sciences, Physical Sciences, and Social Sciences) The Faculty Representatives shall represent and report back to women from their respective faculties. They shall be responsible for formulating bargaining demands and motions representing the interests of women graduate teaching assistants in each of their faculties.

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 Administration and Internal Communications Chair at administration@psac610.ca (please cc the office at psac610@psac610.ca), 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 monthly 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 moves away from hierarchies and authoritarianism. The Feminist process is based on the principle of equality. **It emphasizes shared goals, authority, responsibility, and accountability,**" (15, bold type original).

Honoraria

Small honoraria of People's Pesos 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.