



Committee: Bargaining Coordination Committee

Committee Sponsor: Mount Royal Faculty Association

Date last Revised: May 12, 2023

Mandate:

The Bargaining Coordination Committee shall be responsible for ensuring the efforts of all applicable Association committees are aligned and functioning in accordance with parameters outlined in the Negotiations Policy, Collective Bargaining Index, and Job Action Plan with the aim to achieve a fair settlement in bargaining. The Bargaining Coordination Committee is authorized to strike additional committees as deemed appropriate at applicable stages of the Collective Bargaining Index.

Membership

The Bargaining Coordination Committee shall consist of the:

- President, who shall be Chair,
- Member Engagement Officer who shall be Vice-chair
- Communications Officer and/or Advocacy Officer,
- Negotiations Officer or designate,
- Vice-Chair of the Negotiating Committee,
- Senior Administrative and Faculty Relations Officer (non-voting),
- Labour Relations Officer (non-voting), and
- Additional members as deemed necessary by the committee at applicable times throughout the negotiating process.

Meetings

In addition to the initial meeting, which shall be held in September prior to the commencement of collective bargaining the CBC shall normally meet regularly during the bargaining period. More frequent meetings will be required as the progress advances along the stages of the Collective Bargaining Index, and additional meetings may be called as necessary by the Chair.

Quorum shall 50% of current committee membership + 1, including either the Chair or Vice-Chair.

Minutes will be taken by the Senior Administrative and Faculty Relations Officer for all committee meetings and approved minutes shall be submitted to the Collective Bargaining Caucus and the Executive Board for information.

Tasks:

The Bargaining Coordination Committee shall:

- complete a comprehensive review of the Job Action Plan by October of the year that bargaining commences,
- establish a recommended bargaining communications strategy to be submitted to the Collective Bargaining Caucus and Executive Board by September of the year that bargaining commences,
- meet regularly throughout the bargaining period to provide updates and align the work of various committees, and
- ensure that tasks as outlined in the Job Action Plan and Collective Bargaining Index are delegated to appropriate bodies and individuals including:
 - developing resources, materials and presentations for all picket training sessions beyond what is included in the Job Action Plan,
 - coordinating picketing practice, information pickets and rallies (without traffic disruption),
 - informing the Association membership of the Job Action Plan, excluding appendices, and providing more general information to the membership, through the Executive Board, regarding what it means to be a member of a union and to be on strike,
 - reviewing and testing communication channels (e.g. alternative email addresses, phone numbers, text messaging capability, etc.) in the event of lockout from normal MRU communications channels,
 - reviewing web communication templates to ensure currency and accuracy of information provided, and
 - overseeing day-to-day operations in the event of a strike or lockout, including:

- coordinating sign-making with support from applicable committee(s),
- overseeing expenditures and maintain spending in line with the approved job action budget,
- coordinating strike pay with Association staff and picket captains, and
- engaging in other activities as deemed appropriate or as directed by the Executive Board.

Resources:

The Bargaining Coordination Committee does not have an allocated budget, but the committee shall operate within the budget outlined by the Job Action Finance Committee as approved by the Executive Board.