

# GLU Bylaws

## Definitions

AEGS – Academically Employed Graduate Students.

ALRC – Alberta Labour Relations Code.

Chair – the chair of the GLU and its Executive Committee.

GLU – Graduate Labour Union.

GLU Executive – the group that consists of GLU Chairs and Vice Chairs.

GLU Executive Officers – the members of the GLU Executive, as set out in Section D.

GSA – Graduate Students Association.

Member – a graduate student who has held academic employment with the University of Calgary within the last 12 months, under the GSA Collective Agreement.

Member Representative – an external support person employed either by the GLU or through Service Agreement that provides professional labour support to the GLU.

Officer – any appointed position within the GLU holding specific responsibilities.

PSLA – Post-secondary Learning Act.

Stewards Council - As defined in section F

Term – The University’s academic time units, primarily consisting of the months September to December, January to April, or May to August.

Union – the GLU.

Vice Chair – a vice chair of the GLU Executive Committee.

## Preamble

In 2017, the Government of Alberta established the Graduate Students’ Association (GSA) of the University of Calgary as the bargaining agent for Academically Employed Graduate Students (AEGSs) at the University of Calgary. Provisional bylaws were recommended that established an autonomous Labour Relations Committee (LRC) to administer and oversee the trade union functions of the GSA in the best interests of only the AEGSs. These bylaws were gradually changed to remove the autonomy of the LRC without proper AEGSs consultation.

In 2022, the unionized component of the GSA (the AEGSs) formalized the name *Graduate Labour Union* (GLU). The GLU has fought to regain its autonomy as a necessary part of adequately advocating for working graduate students. These bylaws are intended to ensure the GLU’s internal operations are consistent with those of a trade union.

The GLU is guided by inclusive principles and is committed to ensuring it represents the complex diversity of its members.

## A Name

This Union shall be known as the *Graduate Labour Union*, hereinafter referred to as “GLU”.

## B Objectives

The objectives of the GLU shall be:

- a) To bring about improvements in working conditions and fair wage standards to all academically employed graduate students

- b) To work for the establishment of political, social and sexual equality, for equal pay for work of equal value, and for fair and equitable access to graduate assistantship opportunities.
- c) To provide a fair and transparent process for addressing grievances and disputes related to academic employment, ensuring that students have access to support and resolution mechanisms.

### **C Membership**

Members of the GLU shall include all graduate students who are academically employed by the University of Calgary or graduate students whose previous academic employment terminated within the last twelve (12) months. This excludes employment that falls under the scope of other bargaining units at the University of Calgary.

### **D Executive Officers**

The GLU Executive Officers shall consist of the GLU Chair, Vice Chair Internal, Vice Chair Health and Safety, Vice Chair International, Vice Chair Outreach, and Vice Chair Communications.

- a) The GLU Executive shall appoint a CRO for up to one year from outside GLU membership to oversee all elections and referenda.
  - i) The GLU CRO shall be removed from their position if they have a personal relationship with an election candidate or any other conflict of interest with an upcoming election or referendum.

#### **1. Appointment of GLU Executive Officers**

- a) A nominee for any office must be a Member at the time of nomination who has undergone GLU Stewards training or equivalent training and/or experience from another union, and who expects to remain a Member for the minimum duration of the term.
  - i) an acting member of the GSA Board shall not be eligible for nomination or appointment to the GLU Executive.
- b) Appointment of the GLU Chair and all Vice Chairs shall be in accordance with the GLU Election Policy. All Chair and Vice Chair elections shall be held through ranked-choice ballots.
  - i) The nomination and voting periods of the GLU Chair shall occur concurrently with the GSA General Election. The GLU Chair term shall be for one year.
  - ii) In the event the GLU Chair position becomes vacant more than eight weeks prior to the end of the GLU Chair term, a by-election shall be conducted within four weeks of the position becoming vacant.
  - iii) The term of a GLU Vice-Chair shall be between 8 and 18 months, at the discretion of the Vice-Chair. A Vice-Chair can have multiple terms.
  - iv) In the event a Chair or Vice-Chair is no longer a Member, they will no longer hold their position. A Chair or Vice-Chair must make all efforts to inform the rest of the GLU Executive if they expect their status as Member to expire so that the appointment process can be concluded before they are removed from their position.

#### **2. GLU Executive Officer Duties**

- a) The Chair's duties shall include:

- i) Ensuring the GLU meets its obligations and responsibilities in performing the functions of a trade union under the ALRC.
  - ii) Acting as spokesperson for all matters involving the GSA's obligation as a trade union on behalf of AEGSs.
  - iii) Oversight of GLU Executive Officers.
  - iv) Reporting at Stewards Council meetings.
  - v) Chairing all Member's Meetings.
  - vi) Fostering and promoting the integrity of the GLU and a culture where the GLU works ethically and cohesively in the best interests of its members.
  - vii) Acting in an ethical manner according to the principles of solidarity among all members, particularly seeking to include and protect vulnerable and/or historically marginalized workers and identities.
  - viii) Appointing a qualified Vice-Chair, Steward, or member within the Union to advise on equity and inclusion matters if they have not themselves conducted scholarship or academic experience within these fields of study.
- b) The Vice-Chair Internal's duties shall include:
- i) Oversight of the budget and financial accounts.
  - ii) Scheduling Stewards Council meetings and Preparing meeting agendas.
  - iii) Maintaining GLU records including meeting minutes, contract compliance records, membership lists, etc.
  - iv) Recommending changes to the GLU Bylaws and Policies
  - v) Acting as Chair in their absence if no other GLU Executive Officer has been appointed to do so.
- c) The Vice-Chair Health and Safety's duties shall include:
- i) Representing the GLU on the Joint Workplace Health and Safety Committee or other similar committees as established by the university.
  - ii) Planning workshops and initiatives on workplace health and safety.
  - iii) Providing oversight to any ad-hoc GLU committees whose primary function is to address physical or mental safety in workspaces.
- d) The Vice-Chair International' duties shall include:
- i) Providing support with equity-based workplace concerns involving international graduate students.
  - ii) Planning workshops and initiatives to educate international members.
  - iii) Representing GLU on international student group committees and EDI committees where appropriate.
  - iv) Liaising with international and cultural student groups.
- e) The Vice-Chair Communication's duties shall include:
- i) Maintaining and updating the GLU website.
  - ii) Maintaining activity on social media channels.
  - iii) Assisting in preparing email communications and maintaining the membership email list.
  - iv) Maintaining the GLU bulletin board.
- f) The Vice-Chair Outreach's duties shall include:
- i) Organizing Members' Meetings.

- ii) Chairing Stewards Council meetings.
- iii) Liaising with departments and student groups to host info and outreach sessions.
- iv) Facilitating and organizing stewards training and other education.
- v) Providing oversight to any ad-hoc committees that addresses GLU mobilization and outreach.

### 3. Recall

Any GLU Executive officer may be recalled at any point in their term by a two-thirds (2/3) majority vote of eligible members present and voting at a special Member Meeting called upon the receipt of a petition for recall signed by at least ten (10) percent of the GLU Membership and submitted to the GLU CRO.

- a) The vote for recall shall be conducted at a Special Member's Meeting called within one month of receipt of the petition. A quorum of at least fifty (50) members must be present at the meeting.

### 4. Deputy Officers

Each Vice Chair shall be permitted to appoint one Deputy to assist in performing their duties. This appointment shall be made in accordance with the GLU Deputy Policy.

## **E Committees**

### 1. Bargaining Team

The Bargaining Team shall be responsible for negotiating with the University on behalf of the GLU. It will be composed of a lead negotiator who may be appointed from outside GLU membership, at least one GLU Executive, and other members determined by General Membership. The Bargaining Committee shall appoint a Spokesperson who shall be responsible for reporting to the GLU Executive and at other GLU meetings when appropriate.

### 2. Mobilization Committee

The Mobilization Committee is responsible for making educational opportunities and materials available to members, maintaining active communication and networking within membership, and facilitating the mobilization of the membership. The Vice Chair Outreach shall chair this committee.

### 3. Ad-Hoc Committees

Ad hoc committees may be struck at any time to address issues or topics not already within the purview of the general committees outlined in sections D.1 and D.2.

## **F Stewards Council**

### 1. Steward Appointment

- a) Any GLU member may become a Steward by participating in the GLU stewards training or equivalent union education or experience elsewhere. A Steward may step down at any time.
- b) A Steward can be recalled by a majority vote at a Stewards Council meeting.
  - i) A recalled Steward can appeal their decision at a Membership Meeting.
  - ii) Provided the reasons for recall have been addressed and corrected where possible, a recalled Steward shall be reinstated after one year.

## 2. Stewards Council

- a) There shall be a Stewards Council that provides direction and mandates to the GLU Executive. These can include approving GLU campaigns and initiatives, the creation of ad-hoc committees, and other daily operations of the GLU. In accordance with Section M, Policy changes can be approved through Stewards Council with a two-thirds majority vote.
- b) Stewards Council Meetings shall be held in at least eight months out of the year.
- c) All Stewards may be voting members at Stewards Council meetings except for any Stewards that also hold directorship with the GSA. The number of voting stewards from a department or unit cannot exceed the greater of 5% of the number of Members in that department or unit or one (1).
- d) The quorum for business at any Stewards Council meeting shall be eight (8) members.

## **G Members Meetings**

1. GLU Members Meetings shall be held at least once per Term. Additional Members Meetings can be called at the discretion of the GLU Executive, by a petition of 5% of GLU membership, or by decision of a regular Members Meeting.
2. The quorum for business at any Members Meeting shall be twenty (20) members unless otherwise specified. If quorum is not met, a motion can either be withheld until the next meeting or decided by electronic referendum.

## **H Meeting Procedures**

1. As per Article D, the AVP Labour shall chair all Members Meetings and the Vice Chair Outreach shall chair all Stewards Council Meetings.
  - a) Where applicable, the GLU Chair or Vice Chair Outreach can appoint any Member to chair a meeting in their absence.
  - b) In the event business is introduced that presents a conflict of interest for the current chair, they shall appoint another Member to replace them to chair the discussion of that business.
2. The latest edition of *Robert's Rules of Order Newly Revised* shall govern the conduct of all GLU Members Meetings and Stewards Council meetings.

## **I Dues and Finances**

1. Dues can only be changed by a majority of votes cast in an electronic referendum ballot of the GLU membership in which the voting period is at least 48 hours. At least two notices of this referendum must be shared with membership prior to the voting period; one at least a week before the voting period and one at most three days prior to the start of the voting period. At least two notices must be shared with membership during the voting period; these notices must be at least 24 hours apart.
2. At least 5% of annual Union dues shall be put into the strike fund.
3. Amendments to the annual budget can only be approved by a majority vote at a GLU Members Meeting

- a) The GLU Executive shall have the authority to spend up to \$500 towards an unbudgeted project or initiative without seeking membership approval. Any such expenditures must be approved by majority vote of the GLU Executive.
  - b) The GLU Executive shall have emergency spending authority if an extraordinary situation arises which requires immediate action by the GLU such that it would be harmful to the union to wait until the next Member's Meeting for approval.
  - c) Any expenditures made in accordance with items a) or b) must be disclosed at the next Stewards Council meeting and the next Member's Meeting.
4. Upon reasonable request, any GLU Member shall have the right to view GLU's current yearly expenditures and financial statements.
  5. Hours of work and rates of pay for GLU Executive and other officers shall only be amended by majority vote at a Members Meeting.

### **J Approvals of Contracts and Legal Documents**

1. Any Collective Agreement must be approved by a majority of votes cast in a referendum of the GLU membership. Voting periods shall occur following information sessions which are held at times and locations such as to give all members concerned an opportunity to attend before they vote.
2. The GLU Chair is the primary signing authority on the Collective Agreement or other legal document pertaining exclusively to the trade union operations of the GLU. Additional signing authorities shall be relevant GLU Executives.

### **K Strikes**

1. For a strike to take place, a majority of Members actively holding academic employment who vote must approve such action. Voting shall be by secret ballot.
2. Voting periods shall occur following information sessions which are held at times and locations such as to give all members concerned an opportunity to attend before they vote.
3. All other guidelines for a vote to strike shall be outlined in the GLU Referendum Policy

### **L Members Rights and Obligations**

1. Every person has a right to the application of the principles of natural justice in respect of all disputes relating to matters in the Bylaws of the GLU, the person's membership in the GLU, or discipline by the GLU.
2. The GLU shall not discriminate against a person in regard to membership, or intimidate or coerce a person, or impose a pecuniary or other penalty on a person, because the person
  - a) Has testified or otherwise participated in or may testify or otherwise participate in a proceeding authorized or permitted under a collective agreement or in a proceeding under the ALRC,
  - b) Has made or is about to make a disclosure that the person may be required to make in a proceeding authorized or permitted under a collective agreement or in a proceeding under the ALRC, or
  - c) Has made an application or filed a complaint under the ALRC.
  - d) Is a member of any group that is protected against discrimination by the *Canadian Human Rights Act*.

3. The GLU shall not deny a member or former member the right to be fairly represented with respect to their rights under the collective agreement. The GLU shall act in good faith in representing its members and former members.
4. With regards to all matters pertaining to the Union, GLU Members shall act in the spirit of solidarity and union principles.

### **M Amending Bylaws and Policies**

1. The GLU Bylaws may be amended by a two-thirds majority vote at a GLU Members Meeting unless otherwise indicated. Notice of motion to amend the By-Laws shall be provided to membership at least two weeks prior to the meeting at which they will be voted on. Each motion shall contain at least one "Be it resolved" clause to propose the amendment and at least one "Whereas" clause to provide rationale.
  - a) A motion to amend Section B (Objectives) of these Bylaws requires a minimum 90% majority vote at a Member's Meeting.
  - b) Each motion must pertain to the amendment of one topic, subject, or idea at a time. Generally, each motion will pertain to one article at a time, but more articles may be required for introduction or revision of sections or for reasons of housekeeping and consistency.
  - c) Motions to amend bylaws can only be made by Members and cannot be accepted from the floor. Such motions can only be submitted at a Stewards Council Meeting, a previous Member's Meeting, or in writing to the Vice-Chair Internal.
    - i. A Motion to amend bylaws submitted at a Stewards Council Meeting or previous Member's Meeting shall be introduced at the next Member's Meeting such that sufficient notice can be provided to membership in accordance with the timelines in this section.
    - ii. A Motion to amend bylaws submitted in writing to the Vice-Chair Internal shall be discussed at the next Stewards Council meeting. The Stewards Council has the authority to reject the motion if it opposes the objectives (as stated in Section B) and/or autonomy of the Union, in which case the motion and its reasons for rejection shall be disclosed at the next Member's Meeting. If the motion is not rejected, it shall be introduced at the next Member's Meeting such that sufficient notice can be provided to membership in accordance with the timelines in this section.
  - d) Amendments to motions to amend bylaws can only be accepted from the floor if they are clerical amendments, minor amendments that maintain the spirit and intention of the original amendment, amendments that are legally or contractually necessary, or amendments that receive unanimous consent.
2. Any GLU Policy may be amended by a majority vote at a GLU Members Meeting or a two-thirds majority vote at any Stewards Council meeting at which at least fifteen (15) stewards are present and at least five (5) departments or units are represented.

### **N Special Circumstances**

1. In the event that circumstances such as natural disaster, infrastructure failure, absence of core leadership, etc., arise that severely hinder normal operations or make procedures in these

bylaws impossible in practice, reasonable deviations may be made to continue the functions and requirements of the Union as long as the spirit and intent of the bylaws are maintained.

- a) Elections can be delayed by at most two (2) weeks under this section.
- b) Bylaws cannot be changed under any deviations from section M.
- c) Any instance where deviations are made due to special circumstances must be reported in the next Member's Meeting.

#### **O Staff and Service Agreements**

1. The GLU shall either employ a Member Representative directly or be provided with a Member Representative through a service agreement with an outside agent. The decision to hire or fire a Member Representative or to initiate or terminate a Service Agreement shall require a majority vote of both the Stewards Council and of membership at a Member's Meeting. The GLU Executive shall be the primary points of contact with the Member Representative.
2. The Member Representative, in collaboration with the GLU Executive, shall be the principal person within the Union to handle grievances and prepare cases for arbitration, and perform research necessary to carry out these tasks. In all decisions made pertaining to grievances and arbitration, the Member Representative must consult with the GLU Executive who maintain authority on these matters, except, where appropriate, the grieving member.



## **Bylaw History**

Created: July 25<sup>th</sup>, 2024.