

WLUFA Policy/Terms of Reference for the Joint Liaison Committee (JLC)

The JLC's existence, mandate, and membership is defined in Article 5 in the Collective Agreements of the Full-time and Part-time Membership. The JLC's work is carried out on behalf of WLUFA and in consultation with the Executive Committee (the Executive).

Purpose of this policy:

In pursuance of Article 5 noted above, clarification of the role and reach of the JLC is warranted. In the interests of transparency and efficiency, and in consideration of the best interests of our Members, this policy outlines procedures for the JLC and the Executive to follow as the JLC carries out its work. WLUFA's representatives on the JLC are, in effect, the Association's negotiating team between Collective Agreements. They have the same responsibility to report to the Executive and the same autonomy to negotiate and conclude agreements via Letters of Understanding (LOUs) on most issues on behalf of our Members as do our teams in contract negotiations. Likewise, as elected representatives of our Membership, the Executive has a responsibility to stay well-informed of issues that the JLC is deliberating on WLUFA's behalf. Article 5 noted above states that the JLC does not have the power to add to or to modify the terms of the Collective Agreements, but it does have an obligation to "foster effective communications and working relationships between the Parties" and "to maintain a spirit of mutual co-operation and respect". LOUs are negotiated by JLC to deal with circumstances not covered by a Collective Agreement or that occur because of ambiguity in the Collective Agreements, and they are in force only for the life of that Collective Agreement, unless otherwise agreed by both Parties. LOUs come into effect when they are signed by the President of WLUFA and the President of the University.

Procedures:

1. The Executive shall name a reporting member of JLC who is responsible for:
 - a) ensuring that JLC reports circulate at Executive meetings
 - b) answering questions regarding JLC discussions
 - c) communicating the Executive's opinions to JLC.
2. The Executive has the responsibility to identify those issues that will require its (the Executive's) approval prior to JLC agreement on an LOU and will communicate this information to the JLC through its reporting member. Whether or not an issue being negotiated at JLC requires Executive approval will be determined by a majority vote of the Executive. The Executive may revise its determination as it receives more information on the progress of the negotiations.
3. The Executive must be provided with LOUs prior to the President signing them only for those agreements it has previously determined require its approval.
4. The President will only sign those LOUs which the Executive has approved and those which the JLC negotiated that the Executive determined did not need its approval.
5. The President may refer any LOU back to the Executive if that LOU appears to move in substantive ways beyond the parameters set out by the Executive in its previous discussions or motions.