



URFA APT Advocacy Committee (APTAC) Terms of Reference

This Committee is designated as the APT Advocacy Committee.

Mandate

The URFA APT Advocacy Committee represents the interests of all APT members at the First Nations University of Canada and the University of Regina, including its satellite campuses. The APTAC will undertake lobbying, education, action, mobilization, consultation and other such involvement as necessary in order to ensure APT members are aware of, and are afforded, their rights as members of URFA. Further the APTAC will ensure APT membership is apprised of URFA activities.

Objectives

The APTAC shall:

- Advocate for the fair and equitable treatment of all APT staff members;
- Examine Committee membership, to identify and address gaps in diverse representation and encourage participation from underrepresented areas;
- Identify, consult, and represent all APT staff members, and provide a safe space where APT issues can be reported and discussed freely;
- Identify workplace challenges for APT members and bring issues forward to appropriate mechanisms for resolution;
- Advocate for recognition and fair treatment/resolution and action on the issues;
- Act as the “hub” for APT voices that will inform other Committees of APT issues and concerns;
- Identify APT concerns for bargaining and Collective Agreement formulation;
- Advise and/or participate on URFA Executive Committee, COR and any standing committee in all areas affecting APT staff members; and
- Develop strategies and alliances, both on and off campus, that promote and achieve a culture of respect, inclusivity and equitable participation within the campus community.

Membership

The Committee is open to a maximum of 9 APT members and will encourage representation from the University of Regina, its satellite campuses, and First Nations University of Canada, with diversity across administrative units.

Terms of office shall be for two years, starting May 1, and membership can be renewed. Membership on the APTAC is subject to the approval of the Executive Committee. There will be a position for Vice-Chair and an invitation will be given to the vacating Chair to stay on as Past Chair for a one-year term. The membership of the Past Chair is in addition to the membership listed above.

Quorum for meetings is one more than 50% of the Committee members or if an odd number, then it is 50% of the Committee members. For example, if 9 members quorum is 5. The Chair shall report to the Executive Committee, and the Committee report is a standing item on regular Executive Committee Agendas.

Participation

Regular meetings of the Committee will be held at least bi-monthly (once every two months). Additional meetings may be held at the behest of the Chair as needed. APTC shall keep minutes of its meetings.

Committee members are expected to attend Committee meetings on a regular basis. In the case where a member of the Committee fails to attend three consecutive meetings without prior consultation with the Chair a motion may be made to terminate that member from the Committee

Frequency to review TOR

These Terms of Reference shall be reviewed and revised every 2 years. Revisions to the Terms of Reference are formulated by the APTAC and approved by the Executive Committee.

Presented for approval by Executive, 2020-09-14

Approved by the Executive Committee September 15, 2020