

Academic

Employment

Stability

Committee

Terms of Reference  
Approved November 7, 2019

# Academic Employment Stability Committee Terms of Reference

AESC is a permanent committee mandated under the Academic Collective Agreement Article 28.02

## Purpose

---

This committee is mandated by the Academic Collective Agreement with dual purposes:

1. To enhance employment stability
2. To administer the placement/displacement (bumping) procedure articulated in Article 27.05, in the event of lay-offs and involuntary transfers, and extended staff reduction outlined in Article 29

## Scope

---

The scope of this committee is defined in Articles 27, 28 and 29 of the Academic Collective Agreement.

## Authority

---

Under Article 28, this committee has the authority to spend the funds in the JESRF.

Under Article 28, this committee has the authority to contract an arbitrator to resolve any disputes regarding the spending of the JESRF funds.

Under Article 27.05 (vi), this committee has the authority to make recommendations to the College President and Union Local President regarding layoffs and involuntary transfers.

## Membership

---

Each AESC will be composed of four members, two of whom will be appointed by the College and two by the Union Local. The term of office of each member shall be one year, which may be renewable, commencing on September 1 of each year. Alternative arrangements may be made at the local level upon agreement of both the Union Local and the College. (from Article 28.02B)

Academic

Employment

Stability

Committee

## Terms of Reference Approved November 7, 2019

The chair shall be selected by a majority vote of the members. In the case of a tie, a coin toss will determine the chair.

### Meetings

---

The committee shall determine the frequency of meetings based on the work it needs to complete. The committee shall decide who will be responsible for taking and distributing meeting minutes.

Quorum shall be 4 members, with equal numbers from management and the union.

### Reporting

---

Except where specified in Articles 27, 28 and 29, the committee is not responsible for reporting to anyone. However, the AESC union members regularly report to the Local Executive Committee as well as the membership of Local 352.

### Resources and budget

---

Under Article 28.06 and 28.08, the AESC is responsible for administering the funds of the Joint Employment Stability Reserve Fund (JESRF).

### Deliverables

---

- ▶ Determination of, including access to, relevant data
- ▶ Short term strategies to promote employment stability
- ▶ Long term strategies to promote employment stability
- ▶ Resources to support placement/displacement procedures

### Review

---

The AESC will review its Terms of Reference bi-annually, in odd years. Next review is scheduled for December 2021.