



## Equity and Social Justice Committee Terms of Reference 2021-2023

### **1. Equity and Social Justice Committee:**

The Equity and Social Justice Committee works under the general Terms of Reference and Committee Guidebook as follows:

- 1) To initiate action on items of its own creation within its specific Terms of Reference.
- 2) To take action on matters referred by the Local/Executive and/or Provincial.
- 3) To undertake the development of events and activities.
- 4) To undertake the distribution of committee materials to members.
- 5) To assist the Chair.

### **2. Duties of the Chairperson as referenced within the Committee Guidebook including:**

- 1) To call meetings of the Committee.
- 2) To co-ordinate the activities of the Committee.
- 3) To present a report of the Committee's activities to the Annual Meeting of the Local.
- 4) To carry out such direction as the Local Executive provides.
- 5) To prepare a written report of the Committee's activities for the Local Executive
- 6) To take all motions referred by the Committee to the Local Executive.
- 7) To take action on motions referred by the Local and/or Executive.

### **3. Duties of the Committee as referenced within the Committee Guidebook including:**

- 1) To attend Committee meetings regularly and to inform chair when just cause prevents attendance. No more than three (3) meetings to be missed in a year without just cause.

Amended: October 19, 2021

Approved by ETFO-UCL Executive: November 24, 2021