

## **CAWLS Constitution**

Adopted April 20, 2013 in Toronto

Amended May 29, 2014 in St. Catharines, Ontario

### **Article I: Name**

The name of the organization is the Canadian Association for Work and Labour Studies (CAWLS).

### **Article II: Purpose**

CAWLS is Canada's interdisciplinary professional association bringing together researchers located in academic, union- and community-based settings who share a focus on the study of work, employment and labour.

CAWLS' mandate includes:

- Building the Work and Labour Studies intellectual and political community by hosting conferences;
- Linking Canada's Labour Studies programs at both the undergraduate and graduate levels with a view to enhancing labour education in post-secondary institutions;
- Sharing knowledge about how to teach work and labour issues;
- Building and sustaining networks of established and emerging scholars for the purposes of professional development, mentoring, and research collaboration;
- Recognizing and celebrating creative, outstanding labour studies scholarship; and
- Building members' capacities in a variety of ways, including writing and publishing, conference presentations, collaborative research, knowledge mobilization strategies, and acting as public intellectuals.

### **Article III: Membership and Dues**

- a) The membership of the Association consists of all those whose annual dues have been received by the Treasurer.
- b) All members have the right to hold office and vote in general meetings.
- c) Annual dues for members of the Association, payable for each calendar year, shall be:
  - \$20 for students, the unemployed, the underemployed and retirees;
  - \$50 for union and community members (who are neither permanent nor full-time faculty or researchers);
  - \$100 for permanent or full-time faculty or researchers.

### **Article IV: General Meeting**

- a) The General Meeting, held annually, shall elect an Executive Committee, receive reports from members of the Executive Committee, approve a budget, and make decisions concerning the activities of the Association.
- b) The General Meeting is the highest authority in all matters concerning the activities of the Association.
- c) Quorum at a General Meeting is ten percent of the membership of the association.
- d) Robert's Rules of Order shall guide the conduct of the General Meeting.
- e) A General Meeting may be called by either the Executive Committee or thirty members of the Association.

## **Article V: Executive Committee**

a) The Executive Committee shall be responsible for conducting the business of the Association between General Meetings.

b) The Executive Committee of the Association shall consist of the following officers:

### **President**

- Chairs the General Meeting;
- Coordinates and reports on the activities of the Association;
- Represents the Association publicly; and
- Liaises with directors of Labour Studies programs, union research and education departments, the conference organizer, and all committees of the Association.

### **Outreach Coordinator**

- Maintains a membership database;
- Develops and manages the public face of the Association; and
- Assumes primary responsibility for recruitment strategies.

### **Secretary**

- Maintains minutes of Executive Committee and General Meetings;
- Issues all notices of meetings; and
- Acts as President in their absence.

### **Treasurer**

- Assumes responsibility for the finances of the association;
- Collects membership dues;
- Keeps the Association's financial records in order;
- Makes payments on behalf of the Association; and
- Prepares a budget for submission to the General Meeting.

### **Member-at-Large**

- Serves on Association committees as required.
- Performs other such duties as may be required by the Association.

### **Past President**

- Serves in an advisory capacity to the Executive Committee for a period of two years after they vacate the Presidency; and
- Is *ex officio*, with voice but no vote at Executive Committee meetings.

c) Members of the Executive Committee shall be elected for two-year terms by the General Meeting.

d) The Association shall strive to have at least two women, one racialized/indigenous person, one non-university based person, and one person from outside of Ontario serve on the Executive Committee.

e) A majority of votes cast is required for election.

f) Those elected at the General Meeting shall assume their respective offices at the conclusion of the meeting.

g) Should a member of the Executive Committee resign or leave her/his post before the expiration of the office's term, the Executive shall be empowered to fill the position on an interim basis.

h) Quorum at meetings of the Executive Committee shall be three officers (one of whom must be either the President or Secretary).

i) Robert's Rules of Order shall guide the conduct of the Executive Committee.

**Article VI: Conference Organizing Committee**

a) After soliciting interest from the membership, the Executive Committee shall appoint a conference organizer and conference organizing committee who will undertake the work of organizing a conference at least every two years.

**Article VII: Other Committees**

a) The Executive Committee and the General Meeting are both empowered to create standing and ad hoc committees to advance the work of the Association.

b) All committees report to the Executive Committee or General Meeting as appropriate.

c) Quorum at standing or ad hoc committee meetings is at least half the total number of committee members.

d) Robert's Rules of Order shall guide the conduct of all Association committees.

**Article VIII: Publications**

a) The Association shall encourage the publication of scholarly work in the field of Work and Labour Studies.

**Article IX: Amendments**

a) The Constitution of the Association may be amended by a two-thirds vote of those members attending the General Meeting.