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## **TERMS OF REFERENCE**

### **PURPOSE OF THE COMMITTEE**

The Indigenous Committee will make recommendations to the CUPE BC Executive Board to build membership capacity and participation in the support of campaigns and activities promoting the rights of Indigenous members in the workplace and in society more broadly. They will make recommendations to support the priorities identified through Indigenous gatherings.

### **STRUCTURE OF THE COMMITTEE**

- The Chairperson shall be the Indigenous Diversity Vice-President.
- Co-Chairperson shall be the Indigenous Alternate Diversity Vice-President.
- Recording Secretary to be elected by the committee.
- Members are appointed by the Executive Board.
- All members of the committee must be of Indigenous ancestry, including First Nations, Inuit, and Métis.
- An Elder and/or Knowledge Keeper shall be invited on behalf of the Executive Board to join the Indigenous Committee as a member.
- A CUPE National staff representative will be assigned to support the committee by attending meetings, providing advice and guidance to the committee, and liaising with other CUPE National staff and departments.

### **TERM**

The term of service on the committee is two years or as otherwise determined by the Executive Board.

### **RESPONSIBILITIES**

- The committee shall take direction from, and be responsible to, the CUPE BC Executive Board. Between meetings of the Executive Board, tasks may be assigned to the committee by the Administrative Committee or by the President.
- The committee Chairperson shall report on a regular basis to the CUPE BC Executive Board.
- Submit signed copies of minutes of all meetings to the CUPE BC office as soon as possible following meeting adjournment.
- Make recommendations to the Executive Board to deal with resolutions passed at the CUPE BC Convention concerning Indigenous issues.
- Work in conjunction with other committees, working groups, and task forces where activities may overlap.
- A report of the committee's activities for the preceding year shall be submitted to the Secretary-Treasurer of CUPE BC upon request.

## **COMMITTEE GOALS AND OBJECTIVES**

Specific goals and objectives for the committee for the term are to be determined at the One Big Committee Meeting (OBCM) and outlined in the committee action plan. OBCM will normally be held in the fall following the appointment of the committee. Goals and objectives must be consistent with the purpose of the committee, the CUPE BC Constitution, and any resolution(s) passed at the CUPE BC Convention. They must be approved by the Executive Board prior to implementation.