

Nominations are now open for the 2016-2017 BUFA Executive Committee.

The BUFA Executive Committee invites members to nominate colleagues for the following BUFA Executive positions for 2016-2017.

Vice President
Treasurer
Communications Director
Equity Officer
Non-tenured Faculty Representative
Professional Librarian Representative
Members-at-large (2 positions)

By-laws and release time stipends pertaining to election to the Brock University Faculty Association 2016-2017 Executive Committee are detailed below.

2.3. Terms of Office

Elected officials shall serve for one year, starting on July 1 each year, with the exception of the President, the Grievance Officer, and the Health and Safety Officer who shall serve for two years.

2.4. Re-Elections

Elected officials may stand for re-election. The former notwithstanding, the President of the Association shall serve no more than three consecutive terms.

2.5. Release Time

Faculty Association officials (including Executive Committee Members, Negotiating Team Members, BUFA Committee Chairs, and appointed representatives) shall receive a release time stipend commensurate with the duties of the position held, determined by the previous year's Executive Committee, and posted on the BUFA website along with the call for nominations to the BUFA Executive Committee each year.

2.6. Executive Committee Job Descriptions

Vice-President

- Fulfills the duties of the President in his/her absence.
- Recommends appointments to the Executive of BUFA members on BUFA, University and Jointly-Appointed Committees.
- Serves as an ex officio member on the Grievance Panel.
- Serves on Association Committees and/or as a representative of the Association on University-wide committees as required.
- Performs such other duties as may be required by the Association and/or Executive Committee.
- Course release 1.0 FCE

Treasurer

- Responsible for overseeing the finances and accounts of the Association.
- Oversees the preparation of the Association's budget.
- Oversees the preparation and reporting of the Association's annual audit.
- Regularly presents financial reports to the Association and to the Executive Committee.
- Serves on Association Committees and/or as a representative of the Association on University-wide committees as required.
- Performs such other duties as may be required by the Association and/or Executive Committee.
- Course release 0.5 FCE

Communications Director

- Oversees production and distribution of the BUFA newsletter.
- Advises the Executive Committee on communications-related issues.
- Represents the Association at OCUFA meetings, conferences, and events.
- Regularly presents reports to the Association and to the Executive Committee.
- Serves on Association Committees and/or as a representative of the Association on University-wide committees as required.
- Performs such other duties as may be required by the Association and/or Executive Committee.
- Course release 0.5 FCE

Equity Officer

- Serves as the Employment Equity Advisor.
- Chairs the BUFA Equity Committee.
- Advises the Executive on policies, activities, and issues related to equity.
- Regularly presents reports to the Association and to the Executive Committee.
- Performs such other duties as may be required by the Association and/or Executive Committee.
- Course release 0.5 FCE

Non-tenured Faculty Representative

- Advises the Executive Committee on policies, activities, and issues related to non-tenured faculty members of the Association.
- Performs such other duties as may be required by the Association and/or Executive Committee.

Professional Librarian Representative

- Advises the Executive Committee on policies, activities, and issues related to Professional Librarian members of the Association.
- Performs such other duties as may be required by the Association and/or Executive Committee.

Member-at-Large

- Serves on Association Committees and/or as a representative of the Association on University-wide committees as required.
- Performs other such duties as may be required by the Association and/or Executive Committee

The deadline for nominations is 4:00pm, Thursday, March 10, 2016.

BUFA encourages all members to consider running for election.

A Nomination form is attached to this communication and can be found on the [BUFA Website](#). All nomination forms must be completed and returned to the BUFA Office, MC D402, or may be submitted electronically either be scanned document or with electronic signature to bufa@brocku.ca no later than **Thursday, March 10, 2016**.

A list of nominations received to date will be sent to the membership on **Friday, March 4, 2016**.

The slate of candidates will be presented to the membership by **Friday, March 18, 2016**.

The election will be held on **Thursday, March 31, 2016 and Friday, April 1, 2016** via the membership-protected section of the [BUFA Website](#). More details about the election will follow.

All membership-protected pages will be found under the **'Members'** tab from the main menu of the [BUFA Website](#). Once you have successfully logged into the new website with a password provided to you, you can change your password by clicking on **"Update Profile/Change Password"** under the **"Members"** page in the main menu.

Please contact [Joy Werner](#), BUFA Administrative Coordinator at ext. 3268 if you experience any difficulties logging in.

If you have any questions about the BUFA Executive Committee positions please contact Linda Rose-Krasnor, BUFA President, at linda.rose-krasnor@brocku.ca or the [BUFA Office](#).