

### **304.00 DUTIES OF BARGAINING UNIT COUNCIL CHAIRS AND VICE-CHAIRS 304.01**

Bargaining Unit Council Chair Duties (BD 3/11/3) (BD 10/16/2)

The Chair shall: (BD 3/11/3) (BD 10/16/2)

- A. Be responsible for all matters affecting his/her membership concerning wages, hours and working conditions; (BD 3/11/3)
- B. Consult with the Bargaining Unit Council; (BD 3/11/3)
- C. Chair all meetings of the Bargaining Unit Council; (BD 3/11/3)
- D. Appoint and supervise the bargaining council between full contract negotiations and re-openers, when meet and confers are called for; (BD 3/11/3)
- E. Coordinate the training of the bargaining councils; (BD 3/11/3)
- F. Develop bargaining proposals in matters concerning wages, hours and working conditions, including discussions with the employer on such subjects, including the review of classifications; and (BD 3/11/3) Division 3 Page 9
- G. Serve on the Board of Directors. (BD 3/11/3) 304.02

Bargaining Unit Council Vice-Chair Duties (BD10/16/2)

The Vice-Chair shall: (BD 3/11/3) (BD 10/16/2)

- A. Assist the Chair in the performance of his/her duties; (BD 3/11/3)
- B. Replace the Chair in the event of a temporary or permanent vacancy; and (BD 3/11/3)
- C. Serve on the Board of Directors. (BD 3/11/3)