

NEWS BULLETIN

VOLUME 2, NO. 2

JUNE 1978



Elections and constitutional amendments dominate business at UNA General Meeting

Constitutional amendments and elections dominated the business of the first general meeting of the United Nurses of Alberta held in Calgary in April.

More than 120 delegates representing U.N.A. locals attended the 2-day meeting at Sheraton Inn.

The amended Constitution of the U.N.A. is printed elsewhere in this issue.

Gurty Chinell, head nurse of the pediatric unit of the Red Deer General Hospital, was elected president for a two-year term, and Ruth Esau, a registered nurse at the Misericordia Hospital, Edmonton, was elected Secretary-Treasurer. Donna Clark, Calgary General Hospital, will remain as Vice-President until the next annual meeting in September, 1979.

The District Representatives elect-

ed at the meeting include Doreen Fletcher of Fairview Municipal Hospital for the North District, she will join Kath-Ann Terrett, of Beaverlodge as North District representative; Loretta Miller of the University of Alberta Hospital for the North Central District and Margaret Ethier of the Edmonton General Hospital also for the North Central District; Mrs. Marilyn L. Ballantyne of the Red Deer General Hospital was elected for the Central District. She will join Linda Roberts of the Red Deer General Hospital also representing the Central District. Lorna Cosper of the Alberta Children's Hospital was elected to represent the South Central District. She will join Bill Grudecki of the Calgary General Hospital for the South Central District. Tina Huckabay of St. Michael's General Hospital and Miriam Copeland of the Lethbridge Municipal

Hospital were elected to represent the South District.

In other business the delegates approved a resolution that the Executive Committee of the U.N.A. request the A.A.R.N. hold an annual general meeting for the purpose of conducting business.

Another resolution which requested the U.N.A. to press for an independent licensing body for nurses was defeated.

At its first meeting in May the new Executive Committee appointed its members to various committees to carry on the business of the U.N.A.

The committees and their members are:

1. Steering Committee:
Chairman: Gurty Chinell
Members: Ruth Esau, Donna Clark, Linda Roberts, Kath-Ann Terrett, Lorna Cosper

[Continued on Page 2]

Strike rights safe — nurses told at general meeting

It is unlikely that the Provincial Government will attempt to remove the right to strike from nurses in the light of their last successful round of negotiations, delegates to the annual meeting were told by John Scrimshaw, Executive Assistant to the Minister of Labour.

Mr. Scrimshaw made the remarks while responding to the concerns expressed by nurses that legislation similar to the Public Service Bill 41 would be imposed upon them effectively removing the right to strike.

Mr. Scrimshaw said he would communicate the concern of nurses to the Minister but at the same time felt that it was an unlikely prospect because the nurses had demonstrated their ability to successfully negotiate their last contract without a strike.

"There are no plans to remove the right to strike from nurses that I am aware of," said Mr. Scrimshaw.

Mr. Scrimshaw was the guest speaker at a dinner function sponsored by the U.N.A. at the annual

meeting. In his earlier remarks, Mr. Scrimshaw praised the nurses for their unique and responsible approach to negotiations at the conclusion of the Anti-Inflation Controls program.

Annual Meeting report (cont.)

2. Finance Committee:

Chairman: Ruth Esau

Members: Bill Grudecki, Linda Roberts, Miriam Copeland, Loretta Miller

3. Legislative Committee:

Chairman: Linda Roberts

Members: Donna Clark, Loretta Miller, Margaret Ethier

4. Membership Services Committee:

Chairman: Kath-Ann Terrett

Members: Miriam Copeland, Bill Grudecki, Tina Huckabay

5. Research Committee:

Chairman: Lorna Cosper

Members: Kath-Ann Terrett, Tina Huckabay, Margaret Ethier, Donna Clark

6. Liaison Committee:

Chairman: Donna Clark

Members: Ruth Esau, Tina Huckabay, Loretta Miller, Lorna Cosper.



The staff and the Executive Committee of the U.N.A. took time out from the Executive Committee Meeting to have their picture taken. Standing from left to right are: Robert Donahue, Chief Executive Officer; Loretta Miller, North Central District; Jocelyn Tanner, Employment Relations Officer; Marilyn Ballantyne, Central District; Bill Grudecki, South Central District; Ruth Esau, Secretary-Treasurer; Linda Roberts, Central District; Kath-Ann Terrett, North District; Gurty Chinell, President; Donna Clark, Vice-President; Miriam Copeland, South District; Margaret Ethier, North Central District; Tina Huckabay, South District; Lorna Cosper, South Central District; and Michael Mearns, Employment Relations Officer.

Psych. nurses, R.N.'s included in one bargaining unit

The Board of Industrial Relations has determined that psychiatric nurses employed in active treatment hospitals are properly within the bargaining unit for registered nurses.

They arrived at this conclusion in considering the application for certification by the U.N.A. at the Edmonton General Hospital.

The Board decided that the U.N.A. local would represent a bargaining unit described as "all employees when employed in direct patient care or instruction therein" which would include psychiatric nurses. The R.P.N.'s previously were represented by the Health Sciences Association.

Subsequent to the decision of the Board of Industrial Relations the Public Service Employee Relations Board also decided that the psychiatric nurses were properly within the bargaining unit of the Glenrose Provincial General Hospital.

The question of whether or not head nurses are properly within the bargaining unit or are members of management is causing some delays in the processing of some applications.

Officers of the Board are conducting individual investigations at hospitals where the employers claim that the head nurses are part of management. After restructuring the jobs and assigning additional management responsibilities to head nurses

they were excluded from the bargaining unit at the Edmonton General and the Glenrose Provincial General Hospitals.

For those locals which have not been applied for as yet, a merger procedure will shortly be available which will provide for the transfer of jurisdiction from the Staff Nurse Division to the U.N.A. local. Once that has been done an application for Successor Rights will be made to the Board of Industrial Relations.

Doctor - nurse sex games

University of Missouri sociologist Dr. Hans O. Mauksch thinks that the traditional ways doctors and nurses go about the business of caring for hospital patients are based on sex-role "games." North American hospitals are organized into relatively independent departments, he says:

doctors are free to come and go but nurses are usually assigned permanently to one unit. The nurse, says Dr. Mauksch, is "very akin to the housewife in the sense that she is supposed to stay around and clean up," while the doctor acts as a mobile authoritative "boss."

The patient gets short-changed because nurses are discouraged from discussing a case or suggesting possible treatments to the "boss," and downplay their natural expertise in the day-to-day care of patients. Dr. Mauksch says nurses learn how "to insert information into discussions as if they were submissive helpers, using games to manipulate decision-making." And young doctors quickly learn to ask for information from nurses when they really want advice, he says.

—Chatelaine

E.R. Officer to be hired

The Executive Committee of the U.N.A. approved hiring an additional Employment Relations Officer on September 1 this year.

Advertising for the new position will be carried in Alberta newspapers during late June or early July and an appointment made by August 1 in order that the new person can start work on September 1.

When the appointment is effective Michael Mearns will be posted to Calgary to serve the South Central and South District membership.

Unemployment Insurance benefits

Unemployment Insurance: Coverage and Benefits

The first attempt at creating a system of unemployment insurance in Canada was the Employment and Social Insurance Act of 1935. This turned out to be a false start, as the Act was disallowed on constitutional grounds. After negotiations with the provinces, a new Unemployment Insurance Act was passed in 1940, concurrently with an amendment to the British North America Act to remove the constitutional obstacle.

Since that beginning, unemployment insurance coverage has been extended to more and more occupational groups, until today almost all employees are insured. The rate of benefits has also been steadily improved.

In order to qualify for benefits, a worker must be without work and without pay from his employer for at least seven days. He must also be under 65, looking for another job, and have made UIC contributions for a minimum period. The contribution period varies from 10 to 14 weeks, depending on the severity of the unemployment rate in the region in which the applicant is making a claim.

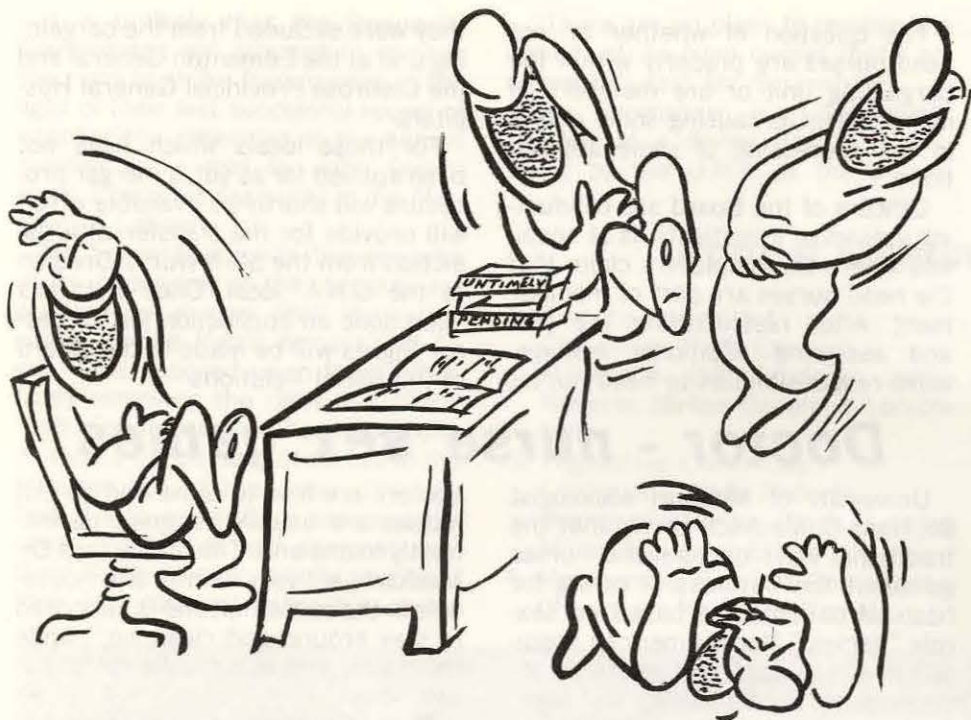
These contributions must have been made in the previous 52 weeks or since the start of his last claim for benefit.

The benefit rate is set at two-thirds of the beneficiary's previous weekly insurable earnings. The minimum insurable earnings are \$48 a week, and a maximum is \$240, so that benefits vary from a minimum of \$32 a week, to a maximum of \$160 a week. Depending (like the minimum qualifying period) on the regional unemployment rate and the number of weeks the claimant has worked, the length of time for which UIC benefits can be received extends for up to 50 weeks.

Publications

Some recent publications that you may be interested in reading are:

1. Can You Type? Canadian Universities and the Status of Women, by Jill McCalla Vicors and June Adam; Calrk, 142 pages: \$5.95.
2. The Neglected Majority: Essays in Canadian Women's History, Edited by Susan Mann Trokimenkoff and Alison Prentice; 192 pages: \$5.95.



"The details of your grievance have been carefully considered."

Grievance guidelines for nurses

Incident Report

An incident occurs which gives rise to a complaint.

The nurse makes careful notes in his/her own words, of all circumstances pertaining to the incident. These notes should be made as soon as possible following the incident, and should be signed by the nurse.

The nurse contacts the U.N.A. representative (Ward Representative, President or Chairman of Negotiating Committee) and together they record the following information:

- Who is involved? (The nurse's full name, ward or unit, classification, and the names of each participant or witness involved.)
- What has happened? (What is the nature of the complaint?)
- Where did it happen? (the exact location)
- When did it happen? (the exact time and date)
- Why? (What gave rise to the problem? Was the collective agreement violated and, if so, what section or sections?)
- What? (remedy or redress required)

If the representative feels the nurse has a valid complaint and would be supported by the Local, then he/she immediately assists the nurse to present it orally to the nurse's immediate supervisor.

The U.N.A. representative submits all particulars to the Local at this stage and indicates whether or not the problem is resolved satisfactorily to both parties.

If the complaint is not resolved, it becomes a Grievance pursuant to Article 34.03 of the current Collective Agreement.

Grievance Report

Send a Copy of All Correspondence to the U.N.A. Provincial Office

Step 1:

The grievance must be put in writing to the Director of the Department within seven (7) days of the incident.

This means that both the informal discussions and the written grievance must be submitted within seven (7) days of the act causing the grievance.

Failure to observe all time limits will disqualify the grievance.

The Local contacts an Employment Relations Officer at the U.N.A. Provincial Office (425-1025) for the wording of the grievance.

If a reply to the written grievance is received, the grievor and the U.N.A. representatives meet to decide whether or not it offers a satisfactory settlement of the dispute. Has the redress or remedy requested been granted? If you are in doubt, check with the Provincial Office.

If there is no reply **within seven (7) days** of the submission to the Administrator, or if the reply is unsatisfactory, advance to Step 2.

Step 2:

The Local submits the grievance in writing to the Administrator under the guidance of an Employment Relations Officer.

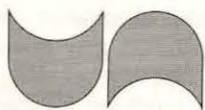
If no reply is received within seven (7) days of the submission to the Administrator, or if the reply is unsatisfactory, the grievance is advanced to Step 3.

Step 3:

The Employment Relations Officer is notified and, with the Local Executive, advances the grievance to arbitration. Arbitration arrangements will be handled by the U.N.A. Provincial Office.

TIPS TO IMPROVE YOUR MEETINGS

- What is the purpose of the meeting?**
The purpose should be very clear to all members previous to the meeting so they can come prepared to deal with the business at hand.
- Have an Agenda**
The Agenda is nothing more than the order of business of the meeting. A sample of the appropriate order of business is printed in your Constitution.
Agendas for General Meetings should be printed and distributed to all members prior to the meeting either by mail or handed out at the door.
- Make all decisions using a Motion**
A motion is the principal tool available for recording the opinion of the group, deciding to take action and recognizing accomplishment.



**UNITED NURSES OF
ALBERTA**

UNA Constitution

ARTICLE 1—NAME

1.01 This organization shall be known as the United Nurses of Alberta (hereinafter referred to as "U.N.A.").

1.02 In the interpretation of this Constitution, the feminine gender used herein shall mean and include the masculine, and the singular shall include the plural and vice versa as applicable.

ARTICLE 2—OBJECTIVES

2.01 The advancement of the social, economic and general welfare of nurses and other allied personnel.

2.02 The regulation of relations between nurses and other allied personnel and their employers and the negotiation of written contracts with employers implementing progressively better conditions of employment.

2.03 The promotion of effective communication with employers.

2.04 The promotion of the knowledge of nurses and other allied personnel and all things related to their social and economic welfare through education and research.

2.05 The promotion of the highest standards of health care.

2.06 The promotion of unity within the nursing profession and other allied fields through cooperation with and support of other organizations, and in particular with the Alberta Association of Registered Nurses (hereinafter referred to as the "A.A.R.N.").

ARTICLE 3—MEMBERSHIP

3.01 All registered or graduate nurses and other allied personnel who are eligible to engage in collective bargaining are eligible for membership in the U.N.A. provided that no allied personnel shall be admitted to membership without the approval of a two-thirds majority of the delegates at an annual or general meeting.

3.02 For greater certainty, without limiting the generality of the foregoing, persons who in the course of their employment exercise managerial functions or who are employed in a confidential capacity in matters relating to labour relations shall be excluded from membership.

3.03 Any member who is eligible to be a member of the United Nurses of Alberta and pay such dues or assessments as may from time to time be required, shall be accepted as a member in good standing of the United Nurses of Alberta and the Chartered Local of the United Nurses of Alberta. Any member who shall be in arrears in the payment of dues or assessments for a period of three months shall be automatically suspended from membership in the United Nurses of Alberta and the Chartered Local.

ARTICLE 4—EXECUTIVE COMMITTEE

4.01 The affairs of the U.N.A. shall be managed by an Executive Committee which shall be composed of the following:

- 1) President
- 2) Vice-President
- 3) Secretary-Treasurer
- 4) Ten District Representatives.

4.02 The duties of the Committee shall be as follows:

- a) President

The President shall preside at all

meetings of the Executive Committee and all meetings of the U.N.A. and shall be charged with the responsibility of carrying out the policies of the U.N.A.

- b) Vice-President

The Vice-President shall preside at all meetings where the President is absent and shall be charged with the particular responsibility of establishing and maintaining the flow of communication between the U.N.A. and its members, and between the U.N.A. and such other organizations as the A.A.R.N.

- c) Secretary-Treasurer

The Secretary-Treasurer shall cause to be kept such regular books and records of the U.N.A.'s finances as shall be set up under the instructions of the Executive Committee, shall cause to be maintained full records of minutes of all meetings of the Executive Committee and of all meetings of the U.N.A. and shall cause to be maintained all records, documents and correspondence of the U.N.A.

- d) The Duties of the District Representative are:

The District Representatives shall carry out generally the objectives of the U.N.A. and function as members of the Executive Committee. (The terms of reference for District Representatives are as outlined in Appendix "C".)

4.03 No person shall be a member of the Executive Committee who is not a member in good standing of the U.N.A.

4.04 The office of any member of the Executive Committee who absents herself from two consecutive meetings, without reason satisfactory to the Executive, shall be declared vacant by the Executive. Members of said District shall appoint or elect a replacement within one month. If no such election or appointment is made by the District, the Executive Committee shall appoint a representative from the District.

4.05 Any member of the Executive Committee may resign her office by giving notice in writing to the President.

4.06 Any Committee member who shall for any reason cease to hold office shall forthwith turn over to the Executive Committee documents, assets and property of the U.N.A. in her possession.

4.07 An individual may serve no more than two consecutive terms in each of the offices of President, Vice-President and Secretary-Treasurer.

ARTICLE 5—POWERS OF THE EXECUTIVE COMMITTEE

5.01 The Executive Committee shall be responsible for and accountable to the membership for the administration of affairs and activities of the U.N.A. when the U.N.A. is not meeting.

5.02 The Executive Committee shall be responsible for the formulation and development of the general collective bargaining objectives of the U.N.A. and for the presentation of the said objectives to the membership at meetings for discussion and approval.

5.03 To the extent necessary for the proper functioning of the U.N.A., the Executive Committee, or, with its authorization, the Chief Executive Officer, shall employ, retain, direct, and fix compensations for staff personnel, consultants and legal, accounting and other professional personnel, and engage and pay for the use of premises and equipment.

5.04 No monies of the U.N.A. shall be expended without the authorization of the Executive Committee or such person or persons as the Executive Committee or a meeting of the U.N.A. may from time to time authorize for this purpose. The manner in which monies may be withdrawn or cheques issued by the U.N.A. shall be determined from time to time by the Executive Committee.

5.05 The Executive Committee may set up committees of the U.N.A. and may appoint or elect a chairman and members to the committees. The committees shall be subject to any restrictions or regulations imposed upon them by the Executive Committee.

5.06 The Executive Committee in addition to all other powers vested in it is hereby authorized and empowered subject to the approval of the U.N.A.;

- a) to acquire, hold, and dispose of, real and personal property or any part thereof;
- b) to invest monies on behalf of the U.N.A.; and
- c) to borrow money for the purpose of the U.N.A. and to give security for any money so borrowed on any of the real, personal or mixed property of the U.N.A. by way of mortgage, pledge, charge or otherwise.

5.07 Authorization for the exercise of the powers listed in Article 5.06 shall be gained by a two-thirds majority vote of the delegates at a general meeting.

ARTICLE 6—CHIEF EXECUTIVE OFFICER

6.01 The Chief Executive Officer shall be appointed by and responsible to the Executive Committee.

6.02 The duties of the Chief Executive Officer are to expedite the work of the United Nurses of Alberta and to administer the policies of the Executive Committee.

ARTICLE 7—MEETINGS OF EXECUTIVE COMMITTEE

7.01 The Executive Committee shall meet at the call of the President or at the request of no fewer than three (3) members of the Executive Committee in writing to the President. In any event, the Executive Committee shall meet at least once in every four (4) months.

7.02 The time and place of meetings of the Executive Committee shall be determined by the President, provided that any meeting requested by no fewer than three (3) members of the Executive Committee, pursuant to the provisions of Article 7.02, shall be held within thirty (30) days of the receipt by the President of any such request. Every Committee member shall be given at least fourteen (14) days' notice of such meetings.

7.03 The majority of the members shall constitute a quorum for the transaction of business.

7.04 Unless otherwise provided in this Constitution, any questions arising at a meeting of the Executive Committee shall be decided by a majority vote of the members present excluding the chairman. Each member of the Executive Committee shall be entitled to one vote on each question which is voted upon at a meeting where she is present, provided that in the case of a tie the chairman shall be entitled to a casting vote.

7.05 In the event that the President, Vice-President, or Secretary-Treasurer should resign, die or otherwise cease to act, the Executive Committee shall elect by and from themselves a replacement for the unexpired term.

ARTICLE 8—MEETINGS OF THE U.N.A.

8.01 The U.N.A. shall hold an annual meeting in September of every calendar year at such place as may be determined by the Executive Committee.

8.02 A special meeting of the U.N.A. may be called at any time and place at the request in writing of at least one-third of the members of the Executive Committee or of at least one-third of the Chartered Locals evidenced by notice in writing signed by the President of each and shall be held within forty-five (45) days of the receipt by the President of the U.N.A. of any such request. Any such request shall specify the subjects to be considered at such a special meeting.

8.03 Every Chartered Local shall be given at least thirty (30) days' notice of the annual meeting and as much notice as possible of special meetings. The President and Secretary-Treasurer of each Chartered Local shall make every reasonable effort to inform the members of the Chartered Locals of the said meetings.

8.04 The form of notice of meetings shall specify the subject to be consid-

ered at the meeting, and, in the case of special meetings, only such subjects as are specified in the notice calling the meeting may be considered and acted upon at that meeting.

ARTICLE 9—VOTING AT MEETINGS OF THE U.N.A.

9.01 At any annual or special meeting of the U.N.A. each Chartered Local shall be represented by one (1) voting delegate for the first fifty (50) members or part thereof, one (1) voting delegate for the second fifty (50) members or part thereof, and one (1) voting delegate for each subsequent one hundred (100) members or part thereof.

9.02 The Chief Executive Officer shall send to each Chartered Local at least thirty (30) days before each annual meeting proper forms for credentials for voting delegates. The Chartered Local shall send the completed copy of this credential to the Chief Executive Officer at least five (5) days prior to the meeting.

9.03 The Chairman of the meeting shall appoint scrutineers.

9.04 The scrutineers shall arrange for the holding of any vote; shall distribute, collect and count ballots if used; and shall report the results in writing to the meeting.

9.05 Two-thirds of the voting delegates, including a representative from each region, shall constitute a quorum for the transaction of business.

9.06 Unless otherwise provided in this Constitution, any resolution presented at a meeting of the U.N.A. or of any of its committees shall be deemed to have been carried if a majority of the voting delegates present vote in favour of it.

9.07 Voting shall be by show of hands unless the Chairman otherwise directs or unless otherwise provided hereinafter.

9.08 Each voting delegate shall be entitled to one vote; and votes of

proxy shall be allowed, at special and annual meetings, for Locals with ten or fewer members employed full-time.

9.09 Every member of the Executive Committee shall have a vote as though she were an accredited voting delegate with the exception of the Chairman.

9.10 Unless otherwise specified, any decision taken at a meeting shall take effect forthwith at the conclusion of the meeting.

9.11 The Executive Committee may authorize the payment of all expenses incurred by a voting delegate as set out in the policies.

ARTICLE 10—RATIFICATION OF CONTRACTS

10.01 When Chartered Locals bargain jointly with other Locals and the Negotiating Committee brings back a package for ratification or further direction, the vote shall be taken on the basis of the total number of members affected. This vote will apply in all cases except the vote to determine whether or not a unit will strike initially. These votes will be by secret ballot.

ARTICLE 11—ELECTIONS

11.01 All officers shall be elected by a simple majority by the voting delegates attending the annual meeting.

11.02 All elections shall be by secret ballot, unless otherwise provided in the Constitution.

ARTICLE 12—REVENUE

12.01 The revenue of the U.N.A. shall be derived as follows:

- a) Each Chartered Local shall remit to the U.N.A. each month such sum as may be determined from time to time by the U.N.A. at an annual or special meeting. Any change in the dues structure must be ratified by a two-thirds majority of delegates at an annual or special meeting.
- b) Every person applying for membership in the U.N.A. shall remit to the U.N.A. a fee of \$2.00.

- c) The charter fee to establish a new Chartered Local shall be \$1.00.
- d) The U.N.A. may accept any donation, grant, bequest or other form of transfer of funds or properties from any charitable, governmental, educational or other source and may agree with the transferor to devote the funds or proper properties so transferred to any specific purpose consistent with the objectives of the U.N.A.

12.02 The U.N.A. shall have the right to levy assessments for special purposes upon its members, provided that any such assessment must first be approved at an annual or special meeting of the U.N.A.

12.03 Any funds owed to the U.N.A. by a Chartered Local pursuant to the provisions of this Constitution shall constitute a preferred claim and must be paid promptly by the Chartered Local each month prior to the payment of any other obligations of the Chartered Local.

12.04 U.N.A. dues for members employed on a full-time basis shall be one-half of 1 per cent of gross basic income, and the U.N.A. shall issue to each Chartered Local a monthly rebate of \$1.00 for each member remitting dues in that month.

12.05 U.N.A. dues for members employed on a part-time or casual basis shall be one half of 1 per cent of gross basic income, and the U.N.A. shall issue a monthly rebate of \$1.00 for each member whose remittance for that month is in excess of \$2.00.

ARTICLE 13—AUDIT

13.01 The fiscal year of the U.N.A. shall be January 1st to December 31st unless otherwise designated by the Executive Committee. There shall be an auditor of the U.N.A. who shall not be a member, employee, or relative of an employee, of the U.N.A.; and shall be a Chartered Accountant. The Executive Committee shall appoint an auditor annually. The auditor shall conduct an audit once every year and shall submit a written report to the annual meeting.

ARTICLE 14—CHARTERED LOCALS

14.01 The U.N.A. may issue a Charter to any group eligible for membership under Article 3, and the group shall thereafter be referred to as a "Chartered Local."

14.02 Subject to the provisions of Article 14.03, every Chartered Local shall have Bylaws as listed in Appendix "B".

14.03 The Bylaws of a Chartered Local may be amended or altered only with the approval of a two-thirds majority vote of those attending a meeting of the Chartered Local and with the approval of a majority of the Executive Committee of the U.N.A. No such amendment shall take effect until the approval of both the Chartered Local and the Executive Committee has been obtained. Full details of the proposed amendments must be set out clearly in the Notice of the Meeting to all members of the Chartered Local.

14.04 All collective agreements with employers of members shall be signed and entered into by the signing officers of the Chartered Local as the contracting party on behalf of the members affected.

14.05 In any situation in which there is reason to believe that a Chartered Local has adopted or undertaken policies or activities contrary to the principles and policies of the U.N.A., the Executive Committee shall have the power upon a two-thirds majority vote of the Executive Committee to conduct an investigation into the affairs of the Chartered Local and to require the Chartered Local to amend and rectify any policies or activities contrary to the principles and policies of the U.N.A. and the Executive Committee may:

- a) appoint a Trustee or Trustees for the Chartered Local, or may,
- b) suspend the charter of the Chartered Local on such terms and conditions as the Executive Committee may see fit.

Where the charter of Chartered Local is suspended or a Trustee or Trustees are appointed pursuant to the

provisions of this Article, the Chartered Local shall be entitled to a fair hearing before the Executive Committee within three (3) months. Any action of the Executive Committee under this Article may be appealed to the annual meetings.

If the annual meeting is scheduled for three (3) months or more from the date of the decision of the Executive Committee, the Chartered Local may, with a majority vote of its members demand a special meeting of the U.N.A. This special meeting shall be held within two (2) months to consider the Trusteeship.

14.06 (A) Where the Executive Committee makes an order provided for in Article 14.05, the Executive Committee may order that all funds and properties of any nature held by the Chartered Local shall be held in trust for the purpose of effecting a re-organization of the said Chartered Local. If such a re-organization is effected, such funds and properties of the Chartered Local shall be reinvested with the Chartered Local for its use and benefit. If the Chartered Local is not re-organized within a period of one (1) year, such funds and properties shall revert to members.

(b) Where the Executive Committee orders that all funds and properties held by a Chartered Local shall be held in trust of the U.N.A., it shall be the duty of the officers of the Chartered Local to deliver forthwith all funds and properties of any nature held by the Chartered Local to the Chief Executive Officer of the U.N.A. and the Chief Executive Officer or his duly authorized agent, shall be entitled to take immediate possession of all funds, properties, books and records of the Chartered Local and shall have authority to bring appropriate legal proceedings to secure such funds, properties, books and records.

ARTICLE 15—MERGER

15.01 A Chartered Local may merge with and transfer its jurisdiction, rights, privileges, duties and assets to one or more Chartered Locals.

15.02 The Chartered Local transferring and the Chartered Local(s) receiving must each approve of the merger and transfer.

15.03 A meeting between the parties must be held for the transfer and merger.

15.04 The transfer or merger must be approved by a two-thirds majority vote.

ARTICLE 16—AMENDMENTS

16.01 This Constitution may be amended or altered only by a two-thirds majority vote at a meeting of the U.N.A. Full details of the proposed amendments must be set out in the Notice of Meeting sent to every Chartered Local.

APPENDIX "A" RULES OF PROCEDURE AND ORDER OF BUSINESS AT MEETINGS OF THE U.N.A.

The rules of procedure and order of business governing meetings of the U.N.A. shall be as follows:

- a) The President, or in her absence or at her request, the Vice-President shall take the chair at the time specified at all annual and special meetings. In the absence of both the President and the Vice-President, a chairman shall be elected by a show of hands by the delegates present at the meeting.
- b) The chairman shall conduct the business of the meeting in the following order:
 1. Roll call of delegates
 2. Reading of the minutes
 3. Matters arising from the minutes
 4. Secretary-Treasurer's Report
 5. Communications
 6. Reports of Executive Committee
 7. Reports of Committee
 8. Nominations, Elections and Appointments
 9. Unfinished Business
 10. New Business

11. Adjournment.
- c) No matter of a sectarian character shall be discussed.
- d) No member shall speak until recognized by the chairman. She shall confine her remarks to the question at issue.
- e) Speeches shall be limited to five (5) minutes except in moving a motion when the member shall be allowed ten (10) minutes.
- f) A member shall not speak more than once upon a subject until all who wish to speak have had an opportunity to do so.
- g) A member shall not interrupt another unless concerning a point or order.
- h) If a member be called to order, she shall, at the request of the chairman, take her seat until the question of order has been decided.
- i) Should a member persist in unparliamentary conduct, the chairman shall name her and submit her conduct to the judgment of the meeting. In such case, the member whose conduct is in question shall explain her conduct and then withdraw and the meeting will determine what course to pursue in the matter.
- j) Before a question is put, the chairman shall announce the question and shall then ask whether the meeting is ready for the question. If no member indicates a desire to speak, the question shall be put.
- k) Any two (2) members may appeal the decision of the chair. The member initiating the appeal of the decision may state the reason for her appeal and the chairman may give reasons for her decision. The chairman shall then ask whether the decision of the chair shall be sustained. The question shall not be debatable except as outlined above, and the decision of the meeting shall be binding.
- l) Committees may combine resolutions or prepare a composite to cover the intent of the question at issue. Reports of committees are not subject to amendment except such as is acceptable to the committee, provided that any resolutions contained in such a report

- shall be considered by the meeting separately from the remainder of the report and may be amended in whole or in part. A motion to refer back to the committee for reconsideration shall be in order.
- m) A member shall not move a motion to refer back after she has spoken on the question at issue.
 - n) A motion to refer back is not debatable and when properly seconded the question shall be immediately put to the meeting.
 - o) If the report of a committee is adopted, it becomes the decision of the meeting. If defeated, it may be referred back to the committee for reconsideration.
 - p) When a question is pending before the meeting, no motion shall be in order except to amend, to refer back, to adjourn, to postpone consideration of the question for a definite time or to put the question without further discussion. If any of the foregoing motions is defeated, it cannot be renewed until after an intermediate proceeding.
 - q) A motion may be reconsidered provided the mover of the motion to consider voted with the majority.
 - r) In all matters not regulated by these rules of procedure, Bourinot's Rules of Order shall govern.
 - s) A parliamentarian shall be appointed for each annual meeting.

APPENDIX "B"

BYLAWS GOVERNING CHARTERED LOCALS

BYLAW I—NAME

This organization shall be known as the United Nurses of Alberta (hereinafter referred to as the "Chartered Local").

BYLAW II—EXECUTIVE

1. The affairs of the Chartered Local shall be administered by an Executive which shall be composed of the following:

- 1) President
- 2) Vice-President
- 3) Secretary
- 4) Treasurer

The Executive shall meet at least once every four (4) months.

2. Throughout these Bylaws, the term "president" shall be deemed to refer to the President of the Chartered Local unless otherwise expressly stated.

BYLAW III—REPRESENTATIVES

An appropriate number of representatives may be elected by and from the members of the Chartered Local to represent nurses and other allied personnel employed in specific areas or functions of their employer's establishment. The said representatives may be appointed by the Executive if a majority of the members of the Chartered Local at a meeting authorize the Executive to appoint such representatives as it sees fit.

BYLAW IV—COMMITTEES

1. There shall be a Negotiating Committee composed of three members. One of these shall act as the Chairman and they shall be elected at an annual or special meeting of the Chartered Local.
2. All standing committees of the Chartered Local shall be elected by the membership. The Executive may set up special committees of the Chartered Local and may appoint the members of each such Committee from the members of the Chartered Local, the Chairman to be chosen by the Executive and to be entitled to a casting vote in the case of a tie. The Executive may delegate any of its powers to any such committees. These committees shall be subject to any restrictions or regulations imposed upon them by the Executive.

BYLAW V—ELECTIONS

1. The Executive shall be elected at each annual meeting.
2. Nominations for the Executive and for any other positions for which elections are held shall be received from the floor.

3. All elections shall be by secret ballot or show of hands.

BYLAW VI—VACANCIES

In the event that a member or members of the Executive of the Chartered Local should resign, die or otherwise cease to act, the Executive shall appoint from the members of the Chartered Local a replacement until the next regular meeting.

BYLAW VII—ELECTION OF VOTING DELEGATE

1. Any two (2) members of the Chartered Local may nominate a voting delegate or alternate voting delegate at the election meeting provided that they produce satisfactory proof that the consent of the nominee to stand for election has been obtained.
2. Any two (2) members of the Chartered Local may nominate a voting delegate or alternate voting delegate to a meeting of the U.N.A. by filing with the Secretary of the Chartered Local at any time before the election, a form of nomination signed by the two (2) members and containing a statement in writing by the nominee that she consents to stand for election.
3. A voting delegate and an alternate voting delegate to attend any meeting of the United Nurses of Alberta (hereinafter referred to as the U.N.A.) shall be elected by a majority vote of those members of the Chartered Local present at a meeting of the Chartered Local. The alternate voting delegate shall act whenever the voting delegate is unable to do so.
4. Both the voting delegate and the alternate voting delegate shall be members of the Chartered Local.

BYLAW VIII—MEETINGS

1. Once in every calendar year, there shall be an annual meeting of the Chartered Local called by its President. At least two (2) weeks' notice of such a meeting shall be given. During the annual meeting, reports shall be presented by each

member of the Executive, the affairs of the Chartered Local shall be reviewed and planned, and elections shall be held. It is recommended to the Chartered Local that their annual meeting be held the month of September.

2. a) A special meeting may be called at any time and place by the President of the Chartered Local, members shall be given reasonable notice.
b) A special meeting of the Chartered Local may be called at the request of any three (3) members of the Chartered Local made in writing to the President. As much notice as possible will be given and the meeting will be held within three (3) to five (5) days of request.
3. A special meeting of the Chartered Local shall be called to examine, accept or reject by majority vote any contract negotiated by the Negotiating Committee. Members shall be given reasonable notice of any such meeting.
4. The rules of procedure and order of business governing meetings of the Chartered Local shall be as outlined in Appendix "A".

BYLAW IX—QUORUM

1. The majority of members present at a meeting of the Chartered Local shall constitute a quorum of the Chartered Local for the transaction of business.
2. Three (3) members of the Executive shall constitute a quorum of the Executive for the transaction of business.

BYLAW X—DUTIES OF OFFICERS

- PRESIDENT**
- A. The President shall be the senior executive officer of the Chartered Local and shall act as chairman at all meetings of the Executive and the Chartered Local. In the case of a tie in a vote of the Executive or the Chartered Local or any other committee of which she is chairman, the President shall have a casting vote.
 - B. The President shall be an ex-officio member of all committees.

- C. The President or delegate shall represent the Chartered Local on the District Committee.

VICE-PRESIDENT

The Vice-President shall carry out duties as assigned by the President and act in lieu of the President in her absence.

SECRETARY

The Secretary:

- a) shall keep a record of all meetings of the Chartered Local and of all meetings of the Executive.
- b) shall be responsible for the correspondence of the Chartered Local.
- c) in conjunction with the Treasurer, shall keep a record of the membership of the Chartered Local.

TREASURER

The Treasurer:

- a) shall be responsible for arranging for the collection and forwarding of members' dues of the U.N.A.
- b) shall be responsible for the safe-keeping of the monies of the Chartered Local and shall keep a record of all financial transactions.
- c) shall make a financial report at regular meetings, the annual meeting of the Chartered Local and at meetings of the Executive.
- d) in conjunction with the Secretary, shall keep a record of the membership of the Chartered Local.

BYLAW XI—FINANCES

1. Monies of the Chartered Local shall be kept in a chartered bank or credit union or trust company.
2. Transactions shall be by cheque.
3. The Treasurer and the President or signing officer shall co-sign cheques.
4. There shall be an annual audit by the U.N.A. at the end of each fiscal year.

BYLAW XII—DUES AND ASSESSMENTS

1. The Chartered Local may establish initiation fees and monthly dues higher than those set by the U.N.A.

2. The Chartered Local may levy assessments for special purposes upon its members, provided that any such assessment must first be approved at a meeting of the Chartered Local.

BYLAW XIII—MERGER

The Chartered Local may by a two-thirds majority vote of those present at a meeting of the Chartered Local called for that purpose of which notice has been given to the members merge with and transfer its jurisdiction, rights, privileges, duties and assets to one (3) or more other Chartered Locals.

1. One or more Chartered Locals must be willing to transfer.
2. Another Chartered Local or Locals must be willing to receive the Local.
3. The Local wishing to merge must call a meeting for the purpose of merger and transfer. Notice must be given of this meeting. At the meeting a motion is made to "merge and transfer its jurisdiction, rights, privileges, duties and assets to the transferee." The motion must be passed by a two-thirds majority vote of those present at the meeting.
4. Meeting of the receiving Local or Locals must be called for the purpose of approving the merger and transfer. Notice must be given of this meeting. At this meeting a motion is made to "approve the merger and transfer." The motion must be passed by a two-thirds majority vote of those present at the meeting.
5. A meeting of both parties is called by the President of each. Notice must be given of this meeting with at least two (2) weeks' notice. At the meeting a motion is made to approve the merger and transfer.
6. Election for officers of the Chartered Local which has resulted from the merger will be held.
7. The Chartered Local may amend the Bylaws governing the Chartered Local as set out in Appendix "B". The amendments must be approved by the Executive of the United Nurses of Alberta.

8. The merger must be approved by the Executive Committee of the U.N.A.
9. Once the Secretary-Treasurer of the U.N.A. receives notice and documents pertaining to the merger, a new or amended Charter shall be issued.

BYLAW XIV—TRUSTEESHIP

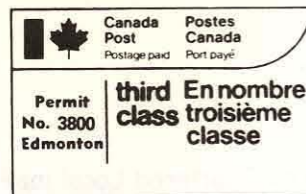
Whenever a Trustee for a Chartered Local has been appointed pursuant to Article 14.05 of the Constitution of the U.N.A., such Trustee shall take over the complete direction, control and supervision of the Chartered Local.

The Bylaws of a Chartered Local may be amended or altered only with the approval of a two-thirds majority vote at a meeting of the Chartered Local and with the approval of a majority of the Executive Committee of the U.N.A. No such amendment shall take effect until the approval of both the Chartered Local and the Executive Committee has been obtained. Full details of the proposed amendments must be set out clearly in the notice of the meeting sent to all members of the Chartered Local.

APPENDIX "C" TERMS OF REFERENCE FOR DISTRICT REPRESENTATIVES

1. The number of Districts and the area covered by each District shall be determined at the annual meeting.
2. There shall be a committee to administer the affairs of the district. The committee shall be composed of:
 - a) District Representatives (the senior being designated as Chairman; the second District Representative shall be Vice-Chairman).
 - b) A representative from each Chartered Local in the District shall sit on the District Committee.
 - c) The Committee shall appoint or elect a Secretary-Treasurer or Secretary and Treasurer.
 - d) Other Committees as required shall be elected or appointed.
3. Each District Representative must be a member of a Chartered Local in the District she represents, and only voting delegates from the said District are entitled to vote in her election.
4. In the event that a District Representative shall change her place of employment from one District to another or for any reason cease to qualify for membership in the U.N.A. during her term of office, she shall resign forthwith, but continue to act as a District Representative until the appointment or election of a replacement from the membership of the District she represented.
5. District Committee meetings will be held at least quarterly on the call of the District Representative or the majority of Locals within the District.
6. The object of these meetings shall be:
 - a) to increase communications between the Locals.
 - b) to co-ordinate efforts for a common purpose.
 - c) to act as a liaison between the Locals and the provincial body.
7. The District Chairman shall have the following duties and limitations:
 - a) to call and chair District meetings.
 - b) in association with Locals in the area, shall draft an agenda which shall be forwarded with the notice of meeting.
 - c) to present the views of the District at the Executive Committee meetings.
 - d) to prepare an annual budget and to conduct the business of the District.
8. A Secretary for each District shall be elected to record the minutes of the District meetings. A copy of the minutes shall be forwarded to the Provincial Office and copies forwarded to the Locals of that area. The Secretaries are not members of the Provincial Executive.
9. Changes of these Terms of Reference may only be made with the consent of the Executive Committee.

Return To:
10571 - 109 STREET
EDMONTON, ALBERTA



Reorganized districts studied

The Executive Committee is seeking the assistance of locals in determining appropriate boundaries for new districts.

The map at the right shows a proposal for dividing the province into ten regions which the Executive is now studying. Under the proposal each region would be entitled to elect one member to the Executive.

At the present time the U.N.A. is using the A.A.R.N. District divisions for the purpose of electing members to the Executive Committee. This results in an inequity in that the nurse population in each district varies significantly, although each District is entitled to elect two persons to the Executive. Based on the current U.N.A. membership the North District represents five per cent of the membership; the North Central District 54 per cent; the Central District 7 per cent; the South Central District

23 per cent and the South District 11 per cent.

The proposed new regions would provide substantially better representation for the nurses in the North Central and South Central Districts where 77 per cent of the membership is located.

Your reaction should be forwarded to the Legislative Committee at the Central Office, 10572-109 St., Edmonton.

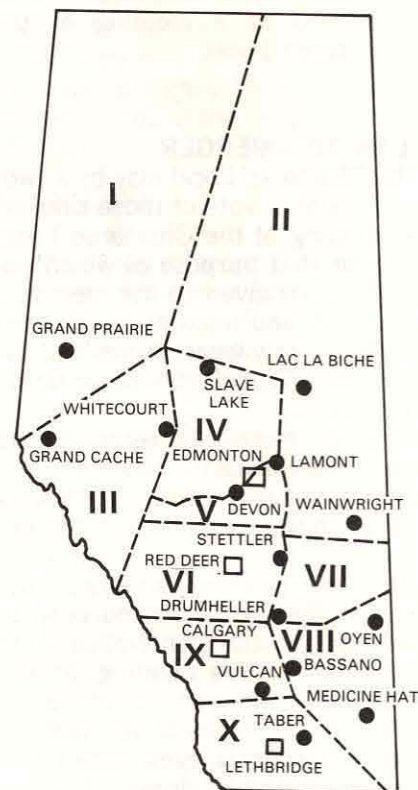
Murphy's Law of Perversity:

Nothing is as easy as it looks. Everything takes longer than you expect.

If anything can go wrong it will.

If there is a possibility of several things going wrong, the one that will go wrong first will be the one that will do the most damage.

Left to themselves, all things go from bad to worse.



Notes from all over . . .

"Nursing has become professionalized to excess. It has taken on a pedantic air and lost sight of the fact that patient care, real care, is its goal. One needs only to walk into a nursing station of any of the supermodern hospitals. All the nurses are there, not bent over the patients, observing them, talking to them, caring for them, but sitting by their desks writing endless reports that nobody reads, bent over their Kardex files, or having silly-solemn "rounds," imitating their doctors in their stern mien and supposed professional efficiency. Most of the nursing is done today by "assistants" since the main activity of the head nurse is to take care of the reports. The reports themselves are not designed so much to help the doctor as to protect the hospital against legal actions. I must qualify this statement by pointing out that there are glorious and even heroic

exceptions in the nursing profession. I just want to emphasize the trend that a legalistic and superprofessionalized society is imposing upon us.

"In my view, the single most important improvement in patient care would be the availability of a person whose time would be spent in small talk with the patients: somebody with a simple love for people and a liking for chitchat. But then, if such a position was created, it would not be long before the person would be required to have two years of junior college, a major in psychology and an accreditation with the board of health and to submit written reports to the administration—in triplicate.

Jose M. Segarra, M.D.
Boston University Medical Center

(A letter in the New England Journal of Medicine, March, 1977.)

It used to be that if you took yourself too seriously, someone was bound to remind you that you really were worth only 98 cents. That was the value of the chemicals making up the human body.

But that calculation was made in 1936. An up-to-date valuation has just been made—and it turns out we're now worth \$5.60.

That's an increase in value of 471 per cent. In the same period, the consumer price index has gone up 353 per cent. It's nice to know that if something outstrips the cost of living, it's us.

Consumer Price Index

The Consumer Price Index for Canada rose 8.4 per cent from April, 1977 to April, 1978, according to Statistics Canada.