

Canadian Association of University Teachers (CAUT) Council and Conferences – Selection of Attendees Policy

Approval Date: September 21, 2018

This policy requires that any person attending a CAUT Council or Conference shall provide a written or verbal report to Executive and Council.

The cost for a person attending any of the following CAUT Council or Conference not covered by CAUT shall be covered pursuant to AASUA's [Travel Reimbursement Policy](#) and is subject to Council's approval of the AASUA's budget for these expenditures:

CAUT Council [Fall and Spring]

- CAUT covers the cost of **transportation** to Ottawa for **one** Council delegate per association. Airline reservations **must** be made directly with CAUT's Travel Agency, WE Travel. CAUT does not provide conference registration or accommodation reimbursement.
- The President shall be the voting delegate at CAUT Council meetings. The Vice-President shall be the alternate delegate. If neither person can attend a Council meeting, then the President shall choose another Executive member to attend as the delegate and alternate delegate.
- The Executive Director may attend CAUT Council meetings with the permission of the President.

CAUT New President's Forum

- CAUT covers the cost of **transportation** to Ottawa for an association's president. Airline reservations must be made directly with CAUT's Travel Agency, WE Travel. CAUT does not provide conference registration or accommodation reimbursement.
- The AASUA President shall be entitled to attend.

CAUT Librarians' and Archivists' Conference

- This conference is held every three years, next in 2019

- CAUT does not cover transportation, conference registration or accommodation.
- The Director of the Librarian constituency, or their delegate from the Librarian constituency group, shall be entitled to attend.

CAUT Equity Conference

- CAUT does not cover transportation, conference registration or accommodation.
- The Equity Officer shall be entitled to attend, or if unable to attend, then the Executive shall call out and select one Council member to attend. If no Council member can attend, then Executive shall call out to the membership and select a member to attend.

CAUT Aboriginal Academic Staff Conference

- CAUT does not cover transportation, conference registration or accommodation.
- The Executive shall call out and select one Council member to attend. If no Council member can attend, then Executive shall call out to the membership and select a member to attend.

CAUT Contract Academic Staff

- CAUT does not cover transportation, conference registration or accommodation.
- The Director of the Academic Teaching Staff constituency, or their delegate from the Academic Teaching Staff constituency group, shall be entitled to attend.

CAUT Harry Crowe Foundation

- This conference is held every three years, next in 2019
- CAUT does not cover transportation, conference registration or accommodation.
- The Association shall send up to four delegates to this triannual conference. The President or the President's delegate shall attend, Council shall also elect three members to attend. In the first instance, Council shall have the opportunity to elect three delegates from amongst itself. Should there not be three Councillors who wish to attend, the President shall call out to the membership for delegates (for whatever number has not come from Council).

CAUT Forum for Chief Negotiators

- CAUT covers the cost of **transportation** to Ottawa for an association's Chief Negotiator on the same basis as assistance is provided for delegates to Council. Airline reservations must be made directly with CAUT's Travel Agency, WE Travel. CAUT does not provide conference registration or accommodation reimbursement.
- The Lead Negotiator shall be entitled to attend.

CAUT Francophones Conference

- CAUT does not cover transportation, conference registration or accommodation.
- The Executive shall call out and select one Council member to attend. If no Council member can attend, then Executive shall call out to the membership and select a member to attend.