

# STRUCTURE OF THE INTERNATIONAL SKILLED TRADES ADVISORY COMMITTEE (ISTAC)



## BY-LAWS

### PREAMBLE

The UAW International Skilled Trades Advisory Committee (ISTAC) shall be an **advisory** body to the UAW International Executive Board on all matters concerning new skilled trades policy or changes in said policy.

### **ARTICLE I** - Representation

1. The International Skilled Trades Advisory Committee shall be composed of members elected by the Regional Skilled Trades Leadership Councils and/or the Skilled Trades Council or Sub-Council related to the collective bargaining of the UAW.

A. The Regional Skilled Trades Leadership Councils shall be entitled to one (1) representative each.

The following Regional Skilled Trades Leadership Councils are entitled to representation:

Region:	1	4
	1A	6
	1D	8
	2B	9
		9A

B. All Skilled Trades Councils or Sub-Councils related to the collective bargaining structure of the UAW (except GM Skilled Trades Sub-Council, and National Independent Parts Suppliers Skilled Trades Council), shall be entitled to one (1) representative each. GM Skilled Trades Sub-Council shall be entitled to two (2) representatives, and National Independent Parts Suppliers Skilled Trades Council shall be entitled to three (3) representatives. Where possible, *(the National Independent Parts Suppliers Skilled Trades Representatives shall be from varying sectors, and geographical locations I.E. different regions/states/organizations).*

The following Skilled Trades Collective Bargaining Councils or Sub-Councils are entitled to representation as follows:

GM Skilled Trades Sub-Council  
Ford Skilled Trades Sub-Council  
Stellantis Skilled Trades Sub-Council  
National Independent Parts Suppliers Skilled Trades Council  
National Aerospace and Defense Skilled Trades Council  
National Agricultural Implement Skilled Trades Council  
National Heavy Truck Skilled Trades Council  
National Miscellaneous Manufacturing Skilled Trades Council  
National Engineering and Electronics Technicians Skilled Trades Council  
National Electric Vehicle Program Council  
National Miscellaneous Non-manufacturing Skilled Trades Council

2. The members shall serve on the UAW International Skilled Trades Advisory Committee until such time as their successors are chosen.
3. ISTAC elections of delegates **not** elected at the regional or Sub-Council level will be held approximately every four (4) years at the national skilled Trades Conference that coincides with the national bargaining convention. Regional and Sub-Council elections shall have separate bylaws to guide their elections, and should attempt to set the cadence of elections/appointments to this same cycle.

In the rare event the Skilled Trades Conference cannot be held within six months of the normally scheduled national bargaining convention, each council shall facilitate the elections in coordination with the National Skilled Trades Department.

4. Committee members who retire during their term of office shall be allowed to complete the remainder of that term of office as an ISTAC member.

## **ARTICLE II - Meetings**

1. All meetings of the UAW International Skilled Trades Advisory Committee shall be conducted under Roberts Rules of Order.
2. The UAW International Skilled Trades Advisory Committee shall meet twice annually. The exact time and date shall be arranged by the ISTAC Chair and the National Skilled Trades Department. The second ISTAC meeting will be held at Black Lake contingent on availability of meeting space. Additional meetings may be scheduled as are deemed necessary by the Chair and the National Skilled Trades Department.
3. All matters coming before the UAW International Skilled Trades Advisory Committee shall be decided by a majority vote of those present and voting. Voting will be on the basis of one person, one vote.
4. All matters passed by the UAW International Skilled Trades Advisory Committee will be referred to the UAW International Executive Board with a recommendation of adoption from

ISTAC for immediate action.

5. Attendance in ISTAC is required. Every committee member must attend two (2) of every three (3) consecutive meetings. It shall be the duty of the secretary to maintain an attendance record and it is the member's responsibility to confirm that their attendance was recorded. Absences shall be reported to the ISTAC chairman in advance of all scheduled meetings. Any committee member who fails to comply with the attendance rules may be removed from the committee. Attendance issues will be referred to the respective National Department Heads and/or Regional Directors offices.

### **ARTICLE III - Election of UAW International Skilled Trades Advisory Committee Officers**

1. The UAW International Skilled Trades Advisory Committee shall elect a Chair, Vice- chair and Secretary.
2. Nomination and election of officers shall be held immediately following the general ISTAC election at the national Skilled Trades conference that coincides with the national bargaining convention. Subsequent to general ISTAC elections being completed. Officer nominees and voting members must be current ISTAC members.
3. In case of vacancy occurring in any office (except Chair) a special election will be held at the next regular meeting of ISTAC to fill the unexpired term of said office until the next regular election of officers.

### **ARTICLE IV - Duties of Officers of the UAW International Skilled Trades Advisory Committee**

1. It shall be the duty of the Chair to chair all the UAW International Skilled Trades Advisory Committee meetings and to work with the UAW Skilled Trades Department in scheduling meetings to work out general problems ISTAC may encounter. The Chair shall be Ex-officio of all committees.
2. It shall be the duty of the Vice-chair to assist the Chair in the discharge of his/her duties and perform the duties of the Chair in the event of the Chair's absence, death, removal or resignation from office until the next regular election.
3. It shall be the duty of the Secretary to keep an accurate record of minutes of ISTAC meetings and to maintain a copy of these minutes in the ISTAC file.
4. The officers shall be scheduled to report a day previous to all UAW ISTAC meetings to set-up the agenda, etc.

### **ARTICLE V - Amendment of By-laws**

These By-laws may be changed at any time in the following manner:

1. The change must be submitted in writing and read at a regular meeting of the UAW International Skilled Trades Advisory Committee.

2. Such proposed amendments shall be acted upon at the next regular meeting of the International Skilled Trades Advisory Committee.
3. It shall require a two-thirds (2/3) vote of those present and voting.

**ARTICLE VI - Reimbursement to ISTAC members**

1. The wage reimbursement of active ISTAC members attending ISTAC meetings shall be equivalent to the entry-level wage of an international UAW staff Representative.
2. The wage reimbursement for retired ISTAC members attending ISTAC meetings shall be paid a stipend of 100.00 dollars per/day.

Respectfully Submitted:

Mike Bink (Chair)  
Tracy Featherston (Vice Chair)  
David Robinson (Recording Secretary)