



# **NOTICE OF GENERAL MEETING**

**JANUARY 31, 2018**

**Clearihue A303**

**11:45 am to 1:15 pm**

## **Election of delegates for CUPE BC Convention**

---

### **Minutes of December 13, 2017 GM**

1. **Roll Call** (CJ)
2. **Reading of the Equality Statement** (KM),  
**Recognizing the Territory** (TG)
3. **Attendance Report and Welcome** -  
132 members attended.
4. **Announcements** – Calendar report for December 2017 and other handouts available at the sign in table. See list at end of minutes.
5. **Approval of the Agenda** -  
*Motion (M-Kara White, S-Michèle Favarger) That the agenda be changed. Carried.*
6. **Approval of the Minutes** –  
*Motion (M-Kara White, S-Pat Shade) That the minutes of the general meetings held September 27, 2017, October 25, 2017 and November 22, 2017 be approved. Carried.*  
Drafted minutes are posted to the website and updated to Final once approved at these meetings.
7. **Matters Arising from the Minutes** - none
8. **Executive Board Report** (KM) – The Executive met on December 6<sup>th</sup>. We're seeking to fill three vacancies on the executive board: Treasurer, Education Committee Chair and Trustee. Please contact the President if you're interested. Nominations for the Agreement Study committee are open.
9. **President's Report** (KW) – Welcome and Happy Holidays. This is the time of year we get to give you an overview of our year. The committees will be making reports or handing

out reports. And I will be brief since most of you are here for the social sides of things. It has been a year of change. Change in the executive board and a change with the way the employer deals with matters. We are facing a year of defence on our rights as well as our jurisdiction on bargain unit work. We are seeing less tech and organizational changes, but more job description changes to our high-end positions. We may have cleared up old grievances, but we are now seeing new ones. The lines of communication are still open, and we hope to continue to make progress there.

As a local we are seeing more and more retirements, congrats to all those who have taken on that change. But with retirements, there is also change in the workplace with new hires. There have been successes with some casual positions being changed into permanent continuing positions. But there is always more work to be done on that front. We are seeing the slow increase in salaries (1 at a time!) with the job evaluation process changes that were implemented in the last round of bargaining. Change can be slow, and change can be fast. This year we have seen both and with that in mind, we expect to have a very busy 2018! This is a university that has lots of changes, but the union is here for you. And one thing that doesn't change is the general meetings that happen Sept to June on the last Wednesday of each month. Please come out to hear all about the latest within your union and the university. We welcome you all.

#### **10. Treasurer's Report (KW) –**

Kara noted Stefan's resignation; he's taken a PEA position. She's filling in until a new Treasurer can be found. Please let her know if you're interested or know of anyone who is. A Powerpoint slide on the Defence Fund was displayed and Kara provided a report focusing on that fund. Dues will go down by .5% as of January 1, 2018.

**11. Trustee's Report (AW) –** Audit complete and balanced. Job made easier by excellent organization of the books and records by the Executive Assistant. That's very much appreciated and an important part of the annual audit. Trustees made recommendations including credit card statements be part of trustee audit. Their report will go to the Executive for approval before being sent to CUPE National.

**12. Chief Steward's Report (TG) –** Ted drew our attention to the Powerpoint slide featuring the stewards and outlined issues they've dealt with since he began as Chief Steward in July. Please use [chiefstewardcupe951@uvic.ca](mailto:chiefstewardcupe951@uvic.ca) for this position.

**13. Education Chair's Report –** In Maddy Smith's absence Kara provided a brief report with the powerpoint slide "Year in Review": CUPE BC convention, CUPE National convention, BC Fed health and safety workshops, Lancaster human rights & accommodation conference, Annual BC Pension forum, Progressive Discipline seminar, Winning Grievances and Arbitrations workshop, Lancaster House workshop, Lancaster House Labour Arbitration & Policy conference, BC Labour Law Review, Let's Talk presentations, Vancouver Island District Council meetings and CUPE workshops.

**14. Communication Chair's Report (CDW) –** All systems running fairly smoothly though we would love to see more people sign up for the Mailchimp list; currently 428 members receive the update. Our Facebook page has slowly been gaining more traction and more interaction; we currently have 255 followers; likes and shares help us reach more people. Twitter outreach is more limited but our audience is also much

different; we recently hit a milestone of 1000 followers! Our website continues to be the hub of information.

Please use this email for the position:  
[cupelocal951@gmail.com](mailto:cupelocal951@gmail.com)

#### **15. Reports of Committees, Delegates –**

CUPE Scholarship committee – Lori-Ann Larsen extended congratulations to 2017 Greater Victoria CUPE 951 scholarship awardees. Names in brackets are CUPE 951 members/their parents: Celina Bourque, UVic (Theresa Bourque), Libby Corr, UBC (Christine Corr), Roberta Fedrigo, UBC (Paul Fedrigo), Kathleen Hopkins, UVic (Elaine Hopkins). There are five other locals in Greater Victoria that contribute to this fund. Full report available upon request.

Career Development committee – Powerpoint slide was presented. A written report was available at sign in table.

Job Evaluation – Cheryl DeWolfe reported early part of year spent working on an internal guide book – still in progress. Overall process is working smoothly though only 12 reconsiderations and 2 appeals were completed this year. Many more new and vacant positions were evaluated and audited. We are watching closely the way our language is interpreted prior to the next round of bargaining. We are actively seeking a new member for the committee! Please speak with Cheryl.

Ad Hoc Bylaw Review committee – Cheryl DeWolfe reported on the committee's progress. The draft bylaws have been delivered to the Executive and to our CUPE rep for consideration. Next step is to bring them to the membership in the early part of the New Year.

Joint Health & Safety committee – Pat Shade presented a report while Powerpoint slide of committee was displayed. Report available upon request.

Human Rights and Equity Issues committee - Jeta Rugova-Plakolli provided a report which Kara read at the meeting. Thirty members attended the protocol gathering on January 17; the committee participated at the June BBQ event providing human rights posters and other info to members and attended the Victoria Pride Parade. They said goodbye to Dale Whitford this year as he retired and left the university. He was a driving force of the committee and is greatly missed. The full report is available on the website. Contact Jeta at [jetarp@uvic.ca](mailto:jetarp@uvic.ca) if you'd like info on joining the committee.

Sick Benefit Bank committee – Helen Rezanowich presented these quick facts:

- The Sick Benefit Bank can help you avoid losing pay if you've run out of regular sick days and have a medical issue that keeps you off work for at least 5 consecutive days. Don't use up your vacation days – apply to the Sick Bank!
- Each January, we all contribute a bit of our regular sick time to the bank.
- If you've been at UVic in a regular position for at least 12 months, you can apply to the Sick Bank. The Sick Benefit Bank application form is available on the CUPE 951 website, or from Helen Rezanowich, [gndrstudies@uvic.ca](mailto:gndrstudies@uvic.ca). Please submit an application form for each calendar month – this helps us keep track.
- You'll need a doctor's note with your application; there is no need to reveal a diagnosis (that's your business, not ours!).
- Send Helen your application and doctor's note as a hard copy, scan (pdf) or jpg – whichever is most convenient for you.
- The approval process is a bit lengthy, but you won't lose pay in the meantime.
- Both you and your supervisor will be advised of the days granted from the Sick Bank.
- If your Sick Bank claim runs into a new year (January 1), then you have to use up that year's regular sick time before the Bank days kick in again. Unfortunately, this will leave you without any regular sick days for later in the year.
- If you have a medical condition that's ongoing or recurring, the 5-day rule is waived. Just make sure that your doctor's note states that your

absence is related to the original illness or disability.

Questions? Contact Helen, [gndrstudies@uvic.ca](mailto:gndrstudies@uvic.ca). She's happy to help!

Staff Personnel Benefits committee – Kara reported the committee meets four times a year with employer, 917, 4163 and exempt support staff to review the LTD plan, extended health and dental care plans with Pacific Blue Cross, EFAP provider as well as any MSP changes.

Pension committee – Kara reported Actuarial Valuations are done every three years. Committee reviewed the 2016 report and the plan is doing even better than expected which is mainly due to investment gains compared to valuation assumptions made in 2013. The committee met in May and December. Total pensions at start of 2016 - Disability: 10, and Retirement/Survivor: 688. At the end of 2016 – Disability: 8 and Retirement/Survivor: 727.

*Motion (M-Kara White, S- Michèle Favarger)  
That all reports be approved. Carried.*

16. Elections/Nominations – none

17. Unfinished Business - none

18. New Business – none

Prize draws – several draws for chocolates were held over the course of the meeting.

**Adjournment** – 1:30 pm

*Copies of written reports can be requested from the recording secretary.*

**Handouts** -

- Calendar – December 2017. (pink)
- Did you know you can apply for up to \$500 (annually) of Career Development Funding? (yellow, half sheet)
- Benefits Report to GM. (lavender)
- What is JE? (white, half sheet)
- Sign up for CUPE 951 email. (white, flyer)