



NOTICE OF GENERAL MEETING

APRIL 25, 2018

Clearihue A303

11:45 am to 1:15 pm

Minutes of March 28, 2018 GM

1. **Roll Call** (LW)
2. **Reading of the Equality Statement** (TG)
Recognizing the Territory (TG)
3. **Attendance Report and Welcome** - 27 members attended. (Quorum is 25.)
4. **Announcements** – Two hour Legal Check Up seminar on April 12 is one of the items on Human Resources' Employee Learning Calendar. Calendar – New items are underlined.
5. **Approval of the Agenda** – *Motion (M-Kara White, S-Cheryl Page DeWolfe) That the agenda be approved. Carried.*
6. **Approval of the Minutes** – *Motion (M-Kara white, S-Arden Little) That the minutes of the January 31 and February 28, 2018 meetings be approved. Carried.*
7. **Matters Arising from the Minutes** – In the bylaws the maximum donation that can be approved by the Executive is \$500; in process of being reviewed to possibly reduce limit.
8. **Executive Board Report** (KM) – The Executive met on March 7th. In Kirk Mercer's absence Pat Shade presented the Executive Board report from that meeting.
E-Vote procedures – Kara brought a draft from May 2014 for discussion. We'd like to create a procedure for consistency and reporting. Discussion resulted in changes that Kara will incorporate and bring to an

upcoming Executive meeting for consideration.

Cost Share update – Kara indicated we're looking at branding items so we don't need to print each time. Tee-shirt – design will be on front of black tee shirt. For Bike to Work Week event – Kara is negotiating with the UVic BTWW group to see if we can have a table at the UVic celebration station.

Health and Safety update – Kara reported on an issue which arose at the joint committee. During last snowfall over 2,000 people connected to the site re the snow warning and how to respond. This is good news; we've been advocating for this.

Pat reported the Emergency Alerts system has been updated since the University Closure due to snow. The alert notifications are activated and alerts delivered within a minute.

Treasurer's report – Other work has prevented Kara from completing January and February reports. The laptop updated and there are issues with it not connecting with the printer.

Chief Steward's report – Ted reporting on details regarding a lay off and use of bumping procedure.

Education (KW) – Let's Talk Cybersecurity and Let's Talk Pensions have been scheduled.

Communications (CDW) – Going to start doing an audit and assessment of all our communication tools right now.

Quorum at general meetings - Kirk opened discussion of how we might reach members better and increase attendance. Discussion re whether each building has a union bulletin board. Agreement we would try offering pizza at an upcoming meeting and mention it on the postcard, when members sign in we could give them a card thanking them for attending and inviting them to fill out a brief survey online. Completion of the survey would enter them into a prize draw for a One Card or perhaps a larger ticket item in an annual draw. *Motion (M-Pat Shade, S-Ralph Lubin) That the Executive Board report be approved. Carried.*

9. **President's Report** (KW) – The agreement study committee met on March 13th. We have an initial survey almost finished and next step will be coordinating release of our survey at the same time as 4163 and 917. This survey will be important for the agreement study since it will be your chance to let us know what is important to you about the collective agreement as well as the work environment. The more people we have providing input, the more we know what we should be focusing our attentions on. Wages are always a consideration, but we need more of an input that will help lead the way for the next round of bargaining. We have a section on casual and temporary work, workplace issues, bargaining priorities and, of course, compensation. All this data helps in our bargaining strategies so please take the time to fill it out when it goes online!

Pensions - We have booked a “Let’s Talk: Pensions” for May 29th where we hope to have someone from the Pensions office attend as well to help answer questions about your staff pension plan. The date is

strategic in that the Pensions Advisory Committee meets on May 23rd to review the staff plan information package that will be mailed out in early June. You will receive your statements at this time as well, so the let’s talk will go over the basics.

Return to Work Meetings / Joint RTWA - The Joint committee that is made up of a couple members from 951, 917 and the employer has not been meeting due to a change in the facilitator. But the good news is that we are starting a whole new committee with the first meeting early April. But that also meant that the two locals needed to meet prior to decide on the co-chair position. It was decided that 951 would take on this role for the first year. We also had a chance at that meeting to lightly touch on some of the frustrations. These included:

Communications issues, time lines and responses, process not being followed, privacy and what really is duty to inquire. Another meeting is being set up to get specifics, so we can address these issues at the joint committee.

Health and Safety - I have been busy with incident investigations this month. Six so far which is way higher than normal. The good side to this is that our newest member on the committee has been able to shadow two of them with me. Great news for the local to have more qualified people!

Termination Account workshop - I am back into working with HR on this presentation. This workshop is intended to simplify and demystify the complexities with getting a termination account started as well as the investment potential to this account.

Cybersecurity Let’s Talk - Thanks to Nav Bassi from University Systems for the great talk on Personal cybersecurity. We all can look into being more careful with our own personal information and Nav did a great job

giving tips on making sure your personal information is safer.

I will wrap up by saying Thank You to all that have attended; we need your input to go forward as a union so thanks again for coming out.

Electronic information policy updated – see link in the UVic Campus Checklist email.

After you leave your employment at UVic your email is closed. If you're an alumni with questions please contact the Alumni office. *Motion (M-Kara White, S-Michael Gaudet) That the President's report be approved. Carried.*

10. **Treasurer's Report** – Kara presented a report based on the Statement of income and expenses for the periods of January 1, 2018 to January 31, 2018 and February 1, 2018 to February 28, 2018. Copied were available at the meeting. Question re number of members versus dues. .5% of dues is no longer coming off for Defence Fund. *Motion (M-Kara White, S-Teresa Dixon) That the Treasurer's report be approved. Carried.*

11. **Trustee's Report** – no report

12. **Chief Steward's Report** (TG) - Grievances Summary - Three new grievances filed: Article 27 - Job Evaluation; Article 31 – transferring work out of the bargaining unit; Articles 4 & 23 – denial of dependent leave. Two grievances will be moving to Stage 2 this coming month on Article 31 and the transfer of work out of the bargaining unit. Education - Jeta Rugova-Plakoli and myself attended CUPE Steward training modules March 23 & 24 at Vancouver Island University in Nanaimo, facilitated by Laurie Whyte. *Motion (M-Ted Godwin, S-Michael Gaudet) That the Chief Steward's report be approved. Carried.*

13. **Education Chair's Report** – Position vacant. Kara spoke on the benefits of the

position. The Executive is making education related decisions in the meantime.

14. **Communication Chair's Report** – Page DeWolfe made note of her name change and reported that a Communications audit is in progress to ensure those who require access to our various communications channels have the appropriate access and training. Full report next month. *Motion (M-Cheryl Page DeWolfe, S-Ted Godwin) That the Communication Chair's report be approved. Carried.*

15. **Reports of Committees, Delegates - Victoria Labour Council (VLC)** – Ted Godwin attended his first VLC Executive meeting as the new CUPE rep to the Council. The United Way campaign was highly successful this year and they have recognized the significant contribution of union support. Getting more political as they start the process to endorse candidates for municipal elections this coming Fall; rules have changed – unions can't spend money but can endorse candidates and communicate the same to our members; also can bring candidates in to speak. *Motion (M-Ted Godwin, S-Teresa Dixon) That all reports at end of all Committee and Delegate reports be approved. Carried.*

16. **Elections** - none

17. **Unfinished Business** – Barbara Gordon reported that Library rooms can't be booked for non-Library business. An email was received on this.

18. **New Business** - none

Prize draws: Creamy egg yolks (Stephen Wylie), peanut butter eggs (Greg Williams), Purdy's chocolates (Chris Secord), Purdy's chocolates (Darlene Winter), chocolates (Page DeWolfe), a fund raiser for the UVic Peloton: Ride to Conquer Cancer.

Adjournment – 12:48 pm

Copies of written reports can be requested from the recording secretary (ctjansen @ uvic.ca)

Handouts -

Calendar – March 2018. (pink)

Statement of income and expenses – for the period of January 1, 2018 to January 31, 2018 and February 1, 2018 to February 28, 2018. (green)

UVic Peloton postcard type flyer for Ride to Conquer Cancer