

CUPE·951

Working to Keep Strong Communities

CANADIAN UNION OF PUBLIC EMPLOYEES - OFFICE, TECHNICAL & CHILD CARE

GENERAL MEETING

Wednesday, February 28, 2007

11:30 a.m. - 1:00 p.m.

Room A180, University Centre

ELECTIONS

- Member-at-Large (term to March 2008)
- Health & Safety Committee – 2 members (term to May 2007)

*Copies of the Standard Agenda
Will Be Available at the Meeting*

MINUTES of 31 January 2007

- 1. Roll Call** - Called to order at 11:40 a.m.
- 2. Attendance Report & Welcome** - Two new members were welcomed
- 3. Announcements** – Kathy Mercer (through Melanie Cooke) reported that at the University Safety Committee meeting, concern was expressed that the Smoking Task Force did not have adequate representation from “employees who smoke”. Cupe 951 members (current smokers) are asked to consider putting their name forward to be appointed to the committee so there is representation from all stakeholders.

Doug encouraged members to read the literature located on the back table regarding the Student Day of Action on Feb. 7.
- 2. Approval of the Agenda** – Adopted. (Doug Sprenger /Arlene Tulloch). Doug requested that agenda item 15 – Nominations, Elections and Installations be moved to follow 7 – Executive Report.

5. Minutes of 6 Dec 2006 - Adopted M. Cooke/ J. Tate) with the correction of a typo, name spelling should be Lousier.

7. Executive Report (Terry Wiley in chair, Doug Sprenger presented report) - Adopted (Doug Sprenger/H. Rezanowich).

The Executive Committee met on January 9, 2007.

Pension Trustees and Training - Kevin Skerret, CUPE National's pension specialist, will facilitate pension training February 6-7. Jill Tate and Diane Rennie were appointed as Pension trustees, Kathy Yardley appointed as Alternate trustee.

Approval given to send up to two members of Health and Safety Committee to Nanaimo January 29, 2007 to attend WCB Hearing.

Job Evaluation issues discussed. Concerns about ratings for positions being reduced without clear evidence of change in duties/responsibilities. Jurisdictional issues surrounding migration of CUPE positions and duties to PEA discussed. Technological & Organizational changes being implemented without notification to Union, impeding assistance to members during transition.

A clerical assistant will be hired, up to one day a week. Approval to purchase two rolling chairs and a multi-function (printer/scanner/copier/fax) unit for President's office.

Approval for \$200 donation to the UVic Women's Conference 2007.

Please deliver to:

MR MICHAEL GAUDET
LTEC

Education Committee motions:

- CLC Winter school - Pension course(s) –Kathy Yardley and Jill Tate, Intermediate training and Cathrine Jansen, Basic training.
- Duty to Accommodate – Marisa Lousier and Cheryl Vermaning.
- Ontario University Workers conference – Laurie Whyte & Doug Sprenger.
- March 2 & 3 – Face to Face Communication (at UVic) – up to ten people.
- March 7 – Bottom Line Conference: Mental Health in the Workplace – Pat Shade and Sharon Warren to attend.
- March 8-9 – CUPE Bargaining Unit Supervisors workshop – up to 10 members to a single day workshop being offered twice.
- April courses at Naramata – up to 5 members to attend as follows -
 - Job Evaluation: Protecting & Maintaining CUPE Plans – Marg Varga, Valentina Sutcliffe, Stefan Grbavec and Sheilaigh Allan (S. Allen attendance to replace course that was cancelled in Parksville).
 - Parliamentary Procedure and Public Speaking – Jackie Degenstein.
- Pink Triangle conference: Approved 3 delegates.

15. Nominations, Elections and Delegates

- Recording Secretary - Michael Gaudet (to 2008)
- Education Chair, Marthese Cassar (to 2008)
- Career Development Committee, Mary McQueen
- Personal Benefits Committee, Jane Stewart
- Sick Benefits Bank Committee – not filled
- seven (7) delegates CUPE BC Convention, Victoria, May 9-12, 2007: (Doug Sprenger exercised option to attend as President)
 - Jackie Degenstein
 - Laurie Whyte
 - Helen Rezanowich
 - Kirk Mercer
 - Dale Whitford
 - Julie Robertson
 - Jane Stewart, alternate

Motion (Laurie Whyte /Michael Gaudet): To send the alternate to the CUPE BC Convention. Carried.

8. President's Report (Doug Sprenger) – No report was given to allow more time for elections.

10. Treasurer's Report – Jackie Degenstein reported – attached. Adopted (Jackie Degenstein/Helen Rezanowich)

Doug reported that we will receive legal assistance from CUPE National. They will be forwarding to our local up to \$140,000 to help with costs in an upcoming Human Rights legal case.

11. Trustees' Report – no report

12. Chief Steward's Report - Adopted (Laurie Whyte/Kirk Mercer) The stewards currently dealing with following issues:

- Questioning job competition selection processes
- Extension of probationary periods
- Work study students
- Conflicts: with co-workers, supervisors, managers and chairs
- Personal & sexual harassment (working with Cindy Player)
- Working relationships with departments
- Maternity leave issues
- Denial of leave
- Layoff placements
- Failure to pay shift differential to part time employees
- Inappropriate Performance evaluations
- LOAs for variation of existing work schedules under Article 18.10
- Discipline for personal appearance
- Alleged performance issues

Currently six (6) active grievances, all in various states of negotiation with HR.

Performance Feedback and Coaching: HR and CUPE are still working on the wording and implementation process for a new process for probation and trial periods.

13. Education Chair's Report (given by D. Sprenger) - see Exec Report above for motions.

14. Reports of Committees

Communication Committee: Cheryl Dewolfe requests the members to go to the new website and offer feedback. Need for a co-administrator for this website – if you have interest in this please contact Cheryl Dewolfe.

Next Meeting:

↻ **Tuesday, March 27, 2007** ↻

11:30 a.m. - 1:00 p.m.

MacLaurin D110

CUPE·951

Working to Keep Strong Communities

CANADIAN UNION OF PUBLIC EMPLOYEES - OFFICE, TECHNICAL & CHILD CARE

GENERAL MEETING

Tuesday, March 27, 2007 - 11:30 - 1:00 - MacLaurin D110

MOTIONS TO AMEND BY-LAWS

- 6A. Initiation Fee & Dues: Amend dues from 1.54% to 1.79%
- 6D. Contingency Fund: Change name to Defence Fund and amend Policies to conform

MINUTES of 27 February 2007

Roll Call – Called to order at 11:40 a.m.

Attendance Report – 30+ in attendance.

Announcements – Irina Goundareva, UVic alumna, contracted meningo-encephalitis in Mexico. Canadian Consulate loaned family \$35,000 for private Air Ambulance to return her to Victoria. If you can assist financially contact Irina Gavrilova at 721-7316 (work) or 381-0953 (home). Kelly Rose re Walk to Free Tibet March 10, 2007. Laurie Whyte re March 8 International Women's Day and "Women Breaking Barriers" workshop March 23-24, 2007.

Approval of Agenda

Approval of Minutes of 31 January 2007 GM Business Arising from the Minutes – none.

Executive Report – Terry Wiley reported that Executive met three times in February.
February 13 and 14, 2007:

- Doug Sprenger, Sheilaigh Allan, Kathy Yardley appointed to participate in Joint Pension Trust Discussions with UVic and CUPE 917.
- Arbitration Update: CUPE National Legal Support.
- Request to use CUPE Flag(s) at Rally.
- CRD Sewage Treatment Campaign (Keep it Public).
- Stewarding issues discussion. Changes in Human Resources structure and approach to labour relations, increased number of complaints & issues, workload, recruiting, training/support.

- Elections: Member at Large (term to end March 2008) and Members of Health & Safety Committee (2 positions term to end May 2007).
February 23, 2007:

- Committee appointments: Sherry Harmsworth, Chair Health and Safety; replacing Melanie Cooke. Michele Favarger, Co-chair Human Rights and Equity Issues, replacing Julie Robertson. Thanks to Melanie and Julie for service as committee chairs.
- Name change for Disability and Accommodation committee and members to Return to Work & Accommodation Committee and RTWA Officers.
- Pension Training: Approved Pension Trustees and Advisory Committee members to attend "CUPE Pension Training" April 22-27 in Victoria
- CUPE National Staff Bargaining: Breakdown in contract talks between three staff unions and employer (CUPE National). Unions in strike position March 3rd. If strike occurs and is protracted, will result in delays for pension trust discussions, cancellation of training program and grievance arbitration delays. Approved letter to CUPE National encouraging parties to return to bargaining table.
- Clerical assistance: Discussed need for part-time (20 hours/week) confidential office assistant position. Job description, posting, etc.
- Contingency Fund: Since bargaining concluded, we have relied on Contingency Fund to support the fight to protect our collective agreement and train more activists to strengthen our union. As the need to defend our members continues/increases, a Special General Meeting has been scheduled for Mar.20 to discuss which expenses should be budgeted for on an ongoing basis and options for rebuilding Contingency Fund.

President's Report - Doug Sprenger reported that number and complexity of labour relations issues increasing, experiencing many problems with organizational change, creation of more PEA positions and downgrading of vacant 951 jobs. Working with other RTWA Officers on over 30 files, meeting monthly with most Union committees, mentoring and supporting development of more members participating in Union in variety of roles. Received endorsement from Vancouver Island District Council delegates for re-election as Regional Vice President at CUPE BC Convention in May.

Nominations, Elections and Installations – Sherry Harmsworth elected Member at Large. Rhiannon Bray elected to Health and Safety committee.

Corresponding Secretary's Report – none.

Treasurer's Report – Jackie Degenstein re monthly report for December 1-31, 2006 and fiscal year-to-date report for July 1 to December 21, 2006. Will report on Contingency Fund at March 20 Special GM

Trustees' Report – no report.

Chief Steward's Report – Laurie Whyte reported stewards are dealing with following issues:

- Job competition selection processes
- Extension of probationary periods
- Work study students
- Workplace conflicts
- Personal & sexual Harassment
- Bullying –discuss strategies with members
- Maternity leave issues
- Denial of leave
- Layoff placements
- Failure to pay shift differential to part time employees
- Inappropriate performance evaluations
- Letters of Agreement (LOAs) for variation of existing work schedules under Article 18.10
- Job shares for equity reasons under 18.11
- Discipline for personal appearance
- Alleged performance issues

This is the time for you to consider becoming a steward for 951! CUPE has an excellent training and mentoring process. Stewarding is an interesting, rewarding, and sometimes challenging way to contribute while expanding your skills and

experiencing personal growth. Plan to attend CUPE Communicates meeting on March 28th at noon to discuss “Stewarding and How You Can Become a Steward.”

Education Chair's Report – Marthese Cassar reported on previously approved upcoming events.

- Up to 4 delegates to CUPE BC Health & Safety Conference, Mar.29-31, Vancouver.
- 2 members of Human Rights Committee to Lancaster Human Rights and Privacy Conference, Apr.18-19, Vancouver.
- 2 members of Communications Committee to “Advanced Communications” Apr.29-May 4, Naramata.
- President and Chief Steward or designates to Lancaster Labour Arbitration and Policy Conference, June 12-14, Calgary.

Reports of Committees and Delegates –

Delegates: Marisa Lousier re rich learning experience attending “Duty To Accommodate” at CLC Harrison Winter School; Rhiannon Bray re welcoming and inclusive experience at Pink Triangle conference in Vancouver. Jill Tate re “Intermediate Pension” at CLC Harrison Winter School which will be invaluable as pension trustee, Jill welcomes your pension questions; Michele Favarger re VIDC (Vancouver Island District Council) meeting in Nanaimo, a great opportunity to connect with others from Island; Laurie Whyte re Ontario University Workers conference in Niagara Falls, attended as part of BC delegation to discuss Universities Coordinated Bargaining.

Human Rights Committee: Michele Favarger invited members to join March 15th planning meeting for CUPE BC “Include Me” diversity event in June.

Unfinished Business – none.

New Business – Sherry Harmsworth sworn in as Executive Member at Large.

Next Meeting:

↪ **Wednesday, 25 April** ↪

11:30 a.m. - 1:00 p.m.

University Centre A180

CUPE·951

Working to Keep Strong Communities

CANADIAN UNION OF PUBLIC EMPLOYEES - OFFICE, TECHNICAL & CHILD CARE

GENERAL MEETING

Wednesday, April 25, 2007

11:30 a.m. - 1:00 p.m.

Room A180, University Centre

*Copies of the Standard Agenda
Will Be Available at the Meeting*

NOTICE OF MOTION: that we send our full complement of 4 delegates to the CUPE National Convention, Toronto, ON, Oct. 14-19, 2007.

MINUTES of 20 March 2007

1. Roll Call - Called to order at noon by Doug Sprenger. 46 members attended.

This special general meeting was called to present and discuss the Executive's recommendation that: "further to By-Law 6D and the Contingency Fund Policy that the dues deduction for the Contingency Fund be amended by a further 0.25% to a total of 0.50% effective April 1, 2007". The historical background of the Contingency Fund and the ways in which it is being used were explained with reference to documents from the By-Laws and policies, pay band comparisons, the 2006-2007 budget, and the 2005-2010 collective agreement settlement. Notice of Motions to amend by-Laws 6A and 6D were given. A period of questions and discussion followed. The meeting adjourned at 1:00 p.m.

MINUTES of 27 March 2007

1. Roll Call - Called to order at 11:35 a.m by Doug Sprenger.

2. Attendance Report & Welcome – 53 members attended.

3. Approval of the Agenda – Adopted. (D. Sprenger / K. Mercer).

4. Minutes of 27 February 2007 - Adopted (D. Sprenger / A. Tulloch)

5. Business arising from the minutes

6. Executive Report - Adopted (T. Wiley / S. Allen)
The Executive Committee met March 12, 13 & 16, 2007.

- CUPE National and staff union bargaining update and discussion of issues
- Motion to send up to 5 Pension Trustees and/or members of the Pension Advisory Committee to the SHARE-BC Pension Forum, Vancouver, May 24. Adopted
- Contingency fund issues; maintenance of fund and implications for By-Laws. Convene special meeting on March 20 to inform membership and discuss executive recommendation that current dues deduction for the Contingency Fund be increased by an additional 0.25% to a total of 0.50% effective April 1, 2007 until fund achieves \$500,000 as per bylaw 6D.
- Motion: That in By-law 6D "Contingency Fund" be changed to "Defence Fund" and that policies be amended to conform. Adopted
- Discussion of need for general dues increase to provide for part time clerical assistance to Executive officers and to support training and educational requirements. Motion: That bylaw 6A be amended that the monthly dues deduction be increased by 0.25% from 1.54% to 1.79%. Adopted
- Discussion of submission to Labour Relations Board by the University for application to

exclude, under the Code, a position from 951 certification.

- A special meeting was held on March 16 to deal with the impact of the strike by CUPE National staff. No action was required as settlement was reached on March 19.

7. Corresponding Secretary's Report – Copies of "Organize", CUPE National's magazine, are available at meetings. Please email Cathrine Jansen if you want copies sent to your office.

8. Treasurer's Report – (attached) Adopted (J. Degenstein / C. Jansen)

Motion : to amend By-Law 6A, Initiation Fees and Dues, to amend dues from 1.54% to 1.79%.

Adopted (D. Sprenger / C. Jansen)

Documentation in support of the motion was presented by the President and Treasurer. Extensive discussion followed, with 17 members offering their opinions on the motion. The motion was approved by a majority of well over 2/3 of those present.

Doug Sprenger had to leave the meeting at 12:50 and the chair was assumed by Terry Wiley.

Motion : to amend By-Law 6D, Contingency Fund, to change name to Defence Fund and amend policies to conform. Adopted (T. Wiley / S. Allen)

Because of time constraints, the Chief Steward's and Education Committee reports could not be presented but have been filed with the minutes.

Adjournment at 1:55.

Next Meeting:

⌘ **Wednesday, 30 May 2007** ⌘

11:30 a.m. - 1:00 p.m.

Room D288, MacLaurin Building

Please Deliver To:

GENERAL MEETING
Wednesday, May 30, 2007
11:30 a.m. - 1:00 p.m.
Room D288, MacLaurin Building



CANADIAN UNION OF PUBLIC EMPLOYEES - OFFICE, TECHNICAL & CHILD CARE

*Copies of the Standard Agenda
Will Be Available at the Meeting*

MOTION: that we approve proposed changes to our policies Section B (Good and Welfare) and Section E (Administrative and Operational). – Copies of proposed changes will be circulated.

ELECTIONS

- Trustee (term to May 2010)
- Treasurer

MINUTES of 25 April 2007

1. Roll Call - Called to order at noon by Terry Wiley.

2. Attendance Report & Welcome – 27 members attended. Members were reminded about the April 28 National Day of Mourning for workers killed on the workplace.

3. Agenda – Adopted

4. Minutes of 20 and 27 March 2007 – Correction noted (March 27 Meeting adjourned at 12:55, not 1:55) – Adopted

5. Business arising from the minutes

6. Executive Report – Adopted (T. Wiley / M. Cassar)
The Executive Committee met April 3-4, 2007.
Business arising and new business included:

- Pension Trust negotiations update. We have agreement in most areas. Outstanding issues: Chair(s), selection of actuaries, communication methods, trustee term of office. Next meeting in early May.

- Discussion of clerical support, office equipment, and space. Possible sharing of space and clerical support with other campus locals (ongoing discussion).
- Appointment of RTWA Officers Marisa Lousier and Cheryl Vermaning.
- Approval of Sick Bank policy amendments.
- Discussion of new Probationary/Trial period evaluation forms and methodology.
- UHire and posting procedures: May 1 implementation of rolling postings. 3 month trial of 10 work day application period. The only hard copy is at HR.
- Discussion of need for revision of Bylaws, Sections 8 and 11, Election, appointment, and ratification of Union officers. Referred to Bylaw Review cmte for recommendations in September.
- Discussion re acquiring a Local 951 corporate credit card and issues of convenience and fiscal responsibility.
- All Locals committee report; On-campus education opportunities (see Newsletter); Communication strategies; RTWA consent forms (draft).
- Education motions (all approved) – 1) 4 delegates to the CUPE National Convention, Toronto, Oct. 14-19; 2) up to 4 members to the BC Fed OH&S workshops, May 24-25, Victoria; 3) 2 members of the Human Rights committee to attend the Blind Convention, May 4-5, Victoria; 4) up to 2 members to attending Handling Medical Issues in the Unionized Workplace, May 24-25, Vancouver; 5) approval for Michael Gaudet (recording secretary) to attend 2 UVic computing courses.

7. Treasurer's Report (attached) – Adopted
(J. Degenstein / A. Tulloch)

8. Chief Steward's Report (given by Kirk Mercer) – There have been weekly meetings with HRC, and somewhat improved communication is leading to more grievances being resolved. A ^{management complaint} grievance against a member for "inappropriate" dress was resolved (Uvic does not have a dress code policy). Currently there are 10 outstanding grievances.

9. Education Committee Report (attached) – Adopted (M. Cassar / M. Favarger)

Motion: That we send our full complement of 4 delegates to the CUPE National Convention, Toronto, ON, Oct. 14-19, 2007. Adopted

Election: Doug Sprenger will exercise his option to attend. Delegates elected: Kirk Mercer, Paul Totzke, and Jane Stewart. Sheilaigh Allan and Laurie Whyte will serve as alternates.

Motion: That we destroy the ballots Adopted (A. Tulloch / M. Cassar)

10. Delegates Reports –

Michelle Favarger reported on the Lancaster Audio Conference on Human Rights and Privacy. She also reported that the Human Rights Committee received funding from CARD for a Diversity event.

Kirk Mercer and Paul Totzke reported on the Arbitration Advocacy and Expert Evidence course given at Capilano College.

Michael Siddon reported on the joint labour-mgmt. committee for the implementation of NOVA. There has been response from management to our concerns and the committee meets regularly. Outstanding issues with consultation and information availability.

Installation of Officers and Stewards –

Marisa Lousier (Return to Work Officer) and Angela Thurston (Steward) were sworn in.

The position of Sergeant-at-Arms is vacant due to the impending retirement of Norma Allison. Please consider taking on this important position.

Motion: Adjournment Adopted (Kathy Mercer / P. Totzke)

Adjournment at 12:55.

Next Meeting:

↻ **Wednesday, 27 June 2007** ↻

11:30 a.m. - 1:00 p.m.

Room D103, MacLaurin Building

Please Deliver To:
MR MICHAEL GAUDET
LTEC



CANADIAN UNION OF PUBLIC EMPLOYEES - OFFICE, TECHNICAL & CHILD CARE

<http://951.cupe.ca>

GENERAL MEETING

Wednesday, June 27, 2007

11:30 a.m. - 1:00 p.m.

Room D103, MacLaurin Building

*Copies of the Standard Agenda
Will Be Available at the Meeting*

MOTION: that we send up to 5 members to the CUPE BC Weeklong School in Parksville, Nov. 4-9, 2007

NOTICE OF MOTION (for Sept. 26 general meeting):

To amend the following By-Laws:

9 & 11: Appointment & Ratification of Union Officers

14: Duties of Officers & Stewards

18B: Add Environment Committee

(Copies of proposed changes will be circulated).

ELECTIONS

- Trustee (term to March 2010)
- 4 members, Agreement Study Committee

MINUTES of 30 May 2007

1. **Roll Call** - Called to order by Doug Sprenger
2. **Attendance Report & Welcome** – 37 members attended. Pat Shade was welcomed as new Sergeant-at-Arms. He will be assisted by Arlene Tulloch. Laurie Whyte thanked the local for its support in her successful election campaign for the position of CUPE BC Trustee.
3. **Agenda** – Adopted
4. **Minutes of 25 April 2007** – Correction in Chief Steward's report noted – Adopted
5. **Business arising from the minutes**
6. **Executive Report** – Adopted (T. Wiley / M. Favarger)

The Executive Committee met May 1-2, 2007. Business arising and new business included:

- Discussion on changes to Policies Sections B (Good & Welfare) & E (Admin. & Operational)
- Guidelines for use of CUPE flags & other property to conform to CUPE policy & union principles.
- Sick Bank policy revisions. Union owns & administers policy. Proposed changes for equitable access for all members. In discussion with HR re administration of rev. policy.
- Appt. of Pat Shade as Sergeant-at-Arms to be assisted by Arlene Tulloch.
- Contingency Fund policy, housekeeping changes.
- Update on union dues structure with comparative data from other locals.
- Human Rights & Equity issues: "Include Me" & "Positive Space", CUPE BC's Strong Communities campaign.
- Resignation of Jackie Degenstein as Treasurer effective June 30. A BIG Thank you!
- Notice of motions for elections of Treasurer and Trustee (Many thanks to outgoing Trustee Paul Nightingale).
- Education motions (approved) – 1) 5 members to the BC Fed's Summer Institute for Union Women to be held at UVic, July 4-8; 2) up to 4 members (under the age of 30) to the CUPE BC Youth Conference, June 23-24, Naramata.

Motion: That we approve proposed changes to our policies Section B (Good & Welfare) and Section E (Administrative & Operational) (proposed changes attached; heading changed)

from "Hardship" to "Hardship Assistance" with approval of mover & seconder) Adopted

Motion: To send up to 5 delegates to the BC Fed Summer Women's Institute, July 4-8, 2007, University of Victoria Adopted

7. President's Report – Adopted

Doug thanked the members for their support in his re-election as CUPE BC Regional VP for Vancouver Island, which brings political and financial benefits to the local. He has also indicated that he will not chair the CUPE BC Education Committee and Universities Committee and will be seeking new leadership challenges on the CUPE BC International Solidarity Committee.

Over the last year, he has become more intensely involved in 951 committees and such expanding areas as Return to Work and Accommodation while playing a less direct role in stewarding and stage 1 grievances. He hopes to emphasize his role as a co-ordinator in various areas, while continuing to participate directly in such important areas as implementation of the pension trust.

After the President's report, the CUPE Equality statement was read. A member asked that the reading of the statement be added to our standard agenda. The Executive will discuss this proposal.

8. Treasurer's Report – Adopted

Housekeeping changes (change of "Contingency" to "Defence" fund) will be made on statements.

9. Trustees' Report

The Trustees hope to have the books up to date by September. It was suggested that we add Pension Trustees to the list of committee reports on the standard agenda. Will be discussed by the Executive.

10. Elections

Treasurer: Nominated and elected – Michele Favarger

Trustee: No nominations accepted. Will be brought forward to June meeting.

Delegates (5) to the Summer Women's Institute; Nominated and elected – Sheilaigh Allen, Kelly Rose, Amanda Hawkins, Jane Stewart, Angela Thurston

11. Chief Steward's Report -- Adopted

12. Education Committee Report -- Adopted

13. Delegates' Reports –

The following reports were given: Cheryl DeWolfe, Workplace Literacy Programs CUPE course; Valentina Lawson and Marg Varga, Joint JE Programs course, Naramata; Jackie Degenstein, Parliamentary Procedures & Public Speaking course, Michele Favarger, "Moving Forward" Blind Convention; Rhiannon Bray, Occupation Health & Safety workshop.

The swearing in of our new Treasurer, who will be assuming her duties July 1, will be done at the June general meeting.

Adjournment at 12:55.

Reports that were received in writing may be requested from the Recording Secretary.

Next Meeting:

↻ **Wednesday, 26 September 2007** ↻

11:30 a.m. - 1:00 p.m.

Room A180, University Centre

Please Deliver To:

**MR MICHAEL GAUDET
LTEC**



CANADIAN UNION OF PUBLIC EMPLOYEES - OFFICE, TECHNICAL & CHILD CARE

<http://951.cupe.ca>

GENERAL MEETING

Wednesday, September 26, 2007

11:30 a.m. - 1:00 p.m.

Room A180, University Centre

*Copies of the Standard Agenda
Will Be Available at the Meeting*

MOTION: To amend the following By-Laws:
9 & 11: Appointment & Ratification of Union Officers
14: Duties of Officers & Stewards
18B: Add Environment Committee
(Notice of motion was given at June general meeting. Copies of proposed changes will be circulated).

MOTION: To amend By-Law 4D to add the reading of the Equality Statement to the regular order of business.

MOTION: To approve the proposed 2007-2008 budget.

MOTION: that we send up to 3 members to the BC Federation of Labour Convention, Vancouver, Nov. 26-28, 2007.

ELECTIONS

- Trustee (term to March 2010)
- Delegates to BC Fed Convention

MINUTES of 27 June 2007

1. **Roll Call** - Called to order by Doug Sprenger. Several handouts were available, including a "Being There" booklet for friends, family members and co-workers of those suffering from mental illnesses, and a summary and analysis of the Supreme Court Charter of Rights decision on collective bargaining rights. CUPE Scholar applications are now available on the CUPE 951 website as well as from the Student Awards & Financial Aid office, and the deadline has been extended to September 30.

Michele Favarger encouraged female members to replace her as the 951 representative on the Employment Equity committee.

2. **Attendance Report & Welcome** – 29 members attended.

3. **Agenda** – The proposal from the May general meeting that the Equality statement be added to the standard agenda will be voted on at the September general meeting as a proposed By-Laws change. Adopted

4. **Minutes of 30 May 2007** — Adopted

5. **Business arising from the minutes** -- None

6. **Executive Report** – Adopted (T. Wiley / M. Favarger)
The Executive Committee met June 5-6, 2007.
Business arising and new business included:

- Announcements: Victoria Labour Council Tournament of Hope; Car pool opportunities at 380-RIDE (to be posted to our website)
- Discussion on feasibility, security, & accountability for a Union Credit Card (for air travel, accommodation, and educational bookings) so that we can take advantage of "early bird" conference registration rates.
- Use of CUPE BC bulk purchase of flight passes vs. use of travel points for CUPE National convention delegates.
- CUPE Communications representative to attend all-locals meeting (strategy session).
- Purchase of emergency kit(s) for union office; working alone issues.
- Re-engagement with Victoria Labour Council; hoping to send full delegation
- Agreement Study Committee appointments.

- Replace Treasurer's laptop to accommodate installation of new financial software (QuickBooks). Cost \$900.
- Preliminary budget discussions
- CUPE full-time officers survey
- Discussion re Positive Space campaign and Victoria Pride parade participation
- CUPE BC "Include Me" event, Sept. 22, local's participation (resched to Sept.23)
- Discussion of By-Laws changes (4D, 9 & 11, 14, and 18D)
- Education motions (approved)–1) 5 members to CUPE BC Weeklong School, Parksville, Nov. 4-9, 2007; 2) to subscribe to the fall Lancaster Audio Conferences, including CDs of sessions; 3) up to 10 members to CUPE BC Discipline & Discharge educational to be held at UVic, June 26.

Motion: To send up to 5 members to the CUPE BC Weeklong School in Parksville, Nov. 4-9, 2007
Adopted

7. President's Report – Adopted

This is a period of transition in Doug's union activities. He has pulled back from his leadership role on the provincial Universities Committee and will now chair the CUPE BC International Solidarity Committee. He will be attending Worldwork conflict resolution facilitator training offered by the Process Work Institute in Oregon in early September. Participation in this event reflects our union's values and is also important for personal self-renewal. There is no truth to any rumours that Doug is contemplating moving to a staff position with CUPE.

8. Corresponding Secretary's Report – Adopted

9. Treasurer's Report. – Adopted

Reports for April 1-30 and May 1-31 and quarterly investment reports for March 1-May 31 were presented. – Adopted

Over the coming months our fiscal priority will be on building up the Defense Fund. In the last fiscal year the fund was used for important training (Pension, OH & S officers, etc.). However, with the upcoming budget such expenses will be built into the general funds.

10. Elections

Delegates (5) to the Parksville School; Nominated and elected – Michele Favarger, Angela Thurston, Jane Stewart, and Cheryl Vermaning. The Executive will appoint a final delegate.

Trustee: No nominations accepted. Will be brought forward to September meeting.

Agreement Study Committee (4 members); Nominated and elected: Angela Thurston, Kirk Mercer, Cheryl DeWolfe, and Sheilagh Allen. Jane Stewart's name will be forwarded to the Executive as a potential appointee as four more members to be appointed.

Michele Favarger (Treasurer) and Pat Shade and Cheryl Vermaning (Duty to Accommodate Officers) were sworn in as officers of the local.

11. Chief Steward's Report -- Laurie is seeking a volunteer to send her copies of ongoing job postings as the implementation of the UHire system and its lack of archiving is making the monitoring of positions more difficult. Adopted

12. Education Committee Report -- Adopted

13. New Business

Motion: To forward resolutions 1-3 (as circulated) to the CUPE National Convention. Quorum was lost during discussion so a vote could not be taken. Issue referred to the Executive.

14. Delegates' Reports – Reports presented by attendees of the CUPE Young Workers Youth Conference held in Naramata and the CUPE BC Discipline & Discharge workshop held at UVic, June 26

Adjournment at 12:55.

Reports that were received in writing may be requested from the Recording Secretary

Next Meeting:

↻ **Wednesday, October 24, 2007** ↻

11:30 a.m. - 1:00 p.m.

Room A180, University Centre

Please Deliver To:



CANADIAN UNION OF PUBLIC EMPLOYEES - OFFICE, TECHNICAL & CHILD CARE

<http://951.cupe.ca>

GENERAL MEETING
Wednesday, October 24, 2007
11:30 a.m. - 1:00 p.m.
Room A180, University Centre

*Copies of the Standard Agenda
Will Be Available at the Meeting*

ELECTIONS

- Trustee (term to March 2010)

MINUTES of 26 September 2007

1. Roll Call - Called to order by Doug Sprenger.

2. Attendance Report & Welcome – 34 members attended. One new member was welcomed. The Equality Statement was read. Because of the initial lack of quorum, reports of various standing committees were presented in advance of agenda items that required member approval.

3. Agenda – Adopted

4. Minutes of 27 June 2007 — Adopted

5. Business arising from the minutes -- None

6. Executive Report – Adopted

The Executive Committee met July 10-11 and Aug. 28-29, 2007. Business arising and new business included:

(July 10-11):

- Notices of motions to amend Bylaws 4D, 9, 11, 14, and 18D
- Update on Sick Bank discussions; Members' pension plan statements and inaccuracies resulting from retroactive payment and the new records system; Update on Performance Feedback & Coaching form; Appointments, Agreement Study Committee.
- 2007-2008 budget discussions.
- CUPE Full-time Officers survey; 951 participation in UVic President's Day of Welcome; CUPE flags (many are missing;

investigate replacement and tracking); Resolutions for CUPE National Convention; Report on Research Forum on Benefits.

- Motion approved to increase compensation rate for Chief Steward to the same as the President (as part of budget); Discussion of benefits issues for full time officers (form committee to investigate and report); Discussion of Executive Asst. position (terms of reference, duties, etc.)
- Education motions for two Lancaster House conferences; Approval to pay \$500 to D. Sprenger to offset cost of attending World Conflict Resolution workshop in Oregon.

(August 28-29):

- Sick Bank policy (reverting to the Collective Agreement effective July 2007);
- Participation in CUPE BC "Include Me" event, Sept. 23 and in the President's Day of Welcome. Approval for \$500 in Bookstore certificates in draw for UVic students; Full-time Officers Benefits discussion; Joint educational with other UVic and RRU locals; Settlement of longstanding grievance (arbitration avoided); Trustee vacancy.
- Approval to hire Executive Asst for 1 yr term, beginning no earlier than Nov. 1. Approval of proposed budget for ratification at Sept. mtg.
- Discussion of joint committee format (with 917, 4163 & RRU) for OH&S, HR&EI, Political Action, etc.; Member consent/release form; Chief Steward LWOP request, Aug. 28-Sept. 28; Purchase of External HD for backup of Union computer systems; Leukemia & Lymphoma education and fundraising participation; Stewards' Handbook; Approval of P/T Executive help; Approval of \$1000 for Holiday Social.

- Education motions (approved)—1) 3 members to BC Fed. Convention, Vancouver, Nov. 26-28, 2007; 2) 5 members (pension trustees) to SHARE seminars, Vancouver, Oct. 1-4, 2007; 3) up to 10 members to any Union related workshops to be held on campus and allow all VIDC delegates to take VIDS course offerings on day prior to VIDC meetings.

Motion: To amend By-Laws 9 and 11 (Appointment & Ratification of Officers), 14 (Duties of Officers & Stewards), and 18B (Add Environment Committee) --Adopted

Motion: To amend By-Law 4D to add the reading of the Equality Statement to the regular order of business -- Defeated

7. President's Report – Adopted

Doug is now chairing the provincial International Solidarity Committee, dealing with global justice issues. He reported on his attendance in early September at the World Work Facilitator Training in Oregon, which explored the psychological underpinnings of actions at various societal levels with an emphasis on examining conflict, its sources, and the use of communication processes in resolving problems. During the fall, we will be looking at the current functioning of stewards and committees and ways to involve members in the local.

8. Corresponding Secretary's Report – Adopted

9. Treasurer's Report. – (no report)

Motion: to approve the proposed 2007-2008 budget -- Adopted

10. Chief Steward's Report -- Adopted

Doug thanked Kirk Mercer and the other stewards who have stepped up during Laurie Whyte's leave of absence.

11. Education Committee Report -- Adopted

Motion: to send up to 3 members to the BC Federation of Labour Convention, Vancouver, Nov. 26-28, 2007. (We have credentials for up to 5 delegates, but are holding the budget to 3 unless emergency issues arise) – Adopted

12. Elections

Delegates to BC Fed Convention. Doug is exercising his option to attend, leaving 2 positions for election. Nominated and elected: Sheilagh Allan and Kirk Mercer. Rhiannon Bray and Jane Stewart will serve as alternates.

Trustee – no nominations accepted

13. Standing Committee & Delegates' Reports –

Sick Bank – Because of concerns over potential discrimination against members with chronic conditions, the committee policy will be that all members with three or more years' service will have an annual 66-day sick bank allotment. Applications will continue to be checked for eligibility and validity.

CUPE Human Rights – Highly successful "Include Me" event was described. Michele Favarger will be stepping down as co-chair of the committee and is seeking a replacement.

Communications – Cheryl DeWolfe is currently updating the local's website. Helen Rezanovich is preparing a new issue of the newsletter and is seeking submissions by mid-October.

Delegates – Several members reported on the BC Fed. Summer Women's Institute held at UVic this July. Well-attended by a wide range of women; great energy and opportunities for networking. Workshops ranged from mentoring, developing lobbying skills, creative process, drumming, dancing, etc. Join in next year!

Support was expressed for Victoria Public Library CUPE members in their contract dispute.

Jill Tate reported on the upcoming Health & Fitness for Life lecture series offered by the School of Exercise Science, Physical and Health Education.

Adjournment at 1:00

Reports that were received in writing may be requested from the Recording Secretary

Next Meeting:

Wednesday, November 21, 2007

11:30 a.m. - 1:00 p.m.

Room C130, David F Strong Bldg

Please deliver to:



CANADIAN UNION OF PUBLIC EMPLOYEES - OFFICE, TECHNICAL & CHILD CARE

<http://951.cupe.ca>

GENERAL MEETING

Wednesday, November 21, 2007

11:30 a.m. - 1:00 p.m.

Room C130, David F Strong Building

*Copies of the Standard Agenda
Will Be Available at the Meeting*

NOTICE OF MOTION (to be voted on at Dec. 5 general meeting):

To amend the following By-Laws:

14 Duties of Officers & Stewards
18B: Changes to standing and contract committees

(Copies of proposed changes will be circulated).

ELECTIONS

- Trustee (term to March 2010)
- Education Committee Chairperson (term to March 2008)

MINUTES of 26 September 2007

1. **Roll Call** - Called to order by Doug Sprenger.
2. **Attendance Report & Welcome** – 30 members attended. The Equality statement was read. Birthday greetings extended to Doug Sprenger.
3. **Agenda** – Adopted
4. **Minutes of 26 September 2007** — Adopted
5. **Business arising from the minutes** -- None
6. **Executive Report** – Adopted

The Executive Committee met Oct. 2-3, 2007.
Business arising and new business included:

- Trustee vacancy.
- Implementation of full time officers' salary adjustment for Chief Steward and discussion of benefits issue for full time officers.

- Approval of Chief Steward LWOP extension to fill in for CUPE National rep.
- Proposed review of Executive officers descriptions for possible revision of By-Laws.
- Staff & Faculty discount program through usource – e merchants UVic partners.
- 10 winning names drawn from student entries at President's Day of Welcome raffle of \$50 UVic bookstore gift certificates.
- Discussion on proposed combined Communications strategy for UVic and Royal Roads CUPE locals, with a potential cost share with CUPE National.
- Discussion of taking out a membership with Co-Development Canada (tabled to next Executive meeting).
- Expression of support for the United Way.
- Discussion of BC Forum, a retirees association/lobby group for medical/dental benefits, etc. Membership available to members 50+ for \$15/year.
- Treasurer alerted Executive that we have been underpaying UVic for full-time officers' benefits since April 2006. This is being dealt with, and the amount allocated in the budget is correct.
- Education motions approved: to send Treasurer to Financial Officer Workshop in Vernon, Oct. 26-27; send additional delegate to OH&S conference in Vancouver, Nov. 15-17; send 2 additional delegates (alternates) to the BC Fed Policy Convention in Vancouver, Nov. 26-28; send up to 4 delegates to OH&S workshops in Victoria, Nov. 22, Dec. 11-12; send 2 members of the Pension Committee to SHARE Pension courses offered at the CLC Winter School in Harrison Hot Springs, Jan. 2008.

7. President's Report – Adopted

Doug was out of town for much of October, on vacation and at the CUPE National convention. The current focus is on Health and Safety and Return to Work & Accommodation issues. A busy autumn is ahead, during which we will be working to build on our successes with joint stewardship of the pension. The national convention was very busy. Contentious topics included equity issues for women and regional politics within CUPE.

8. Corresponding Secretary's Report – none

9. Treasurer's Report. – Adopted

10. Chief Steward's Report -- Adopted

11. Education Committee Report -- Adopted

12. Standing Committee & Delegates' Reports – Communications – Over the summer and into the fall, the committee has been working hard to get our message out there. In addition to coordinating a table with other campus locals at the President's Day of Welcome in September, members were hard at work updating the website and working on a new edition of the CUPE Community News.

In the meantime, we were able to launch a new version of the CUPE 951 website that is flexible, powerful and easy to update. If you haven't already checked it out, you can still follow the old web address: <http://951.cupe.ca>.

For now, there is still only one web coordinator, but we will be training an alternate to assist in keeping the site up to date. We will also train Committee Chairs (or designates) from all 951 committees so that they may update their sections of the website and add relevant events and announcements. Chairs may contact the web coordinator (Cheryl DeWolfe) to indicate who will need to be trained.

CUPE Human Rights – Michele Favarger has stepped down as co-chair of the committee and is seeking a replacement. New members interested in social justice issues are always welcome at the monthly meetings, held at lunch on the third Wednesday of each month. Dale Whitford gave background on the issue of the traditional native territory on which the University is located. There are competing claims from various First Nations family groups about their historical presence on these lands, and it is difficult at this stage to make

definitive statements on this land belonging to any particular group. We will consider putting on our site a statement about being situated on traditional land and will consult about appropriate wording.

Job Evaluation – The committee is now back at work after a summer break and will be working through a small backlog of applications.

Delegates – Several members reported on the CUPE National Convention. Some highlights: BC's model of coordinated bargaining in the university sector is being looked at as a model for other parts of the country. In the Occupational Health & Safety forum, it was reported that mental health and stress issues are now recognized in Quebec as workplace issues. CUPE National finances are in good shape. In the Child Care Forum, low wages, lack of benefits, and trend toward private, for-profit child care were discussed. Vigorous discussion re structural changes in CUPE to promote women's equality and needs for accommodation for delegates with invisible disabilities. Inspiring presenters included Buffy Sainte-Marie and Jack Layton.

Sheilaigh Allen reported on attending the Lobbying Politicians workshop offered by the VIDC, which was very useful. We need to bring our concerns to our elected representatives.

Trustee Vacancy – No nominations accepted.

NEW BUSINESS

The Phoenix Theatre is now using an off-Campus "partner" (Morris Printing) rather than UVic Printing Services. Kirk Mercer asked that we return any materials with the Morris Printing logo to the Phoenix and protest in any way we feel appropriate. This will be brought up at a labour-management meeting.

Adjournment at 1:00.

Reports that were received in writing may be requested from the Recording Secretary

**Next Meeting (featuring Holiday Social):
Wednesday, December 5, 2007**

11:30 a.m. - 1:00 p.m.

Room A180, University Centre

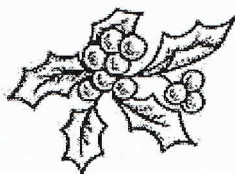
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CUPE·951

Working to Keep Strong Communities

CANADIAN UNION OF PUBLIC EMPLOYEES - OFFICE, TECHNICAL & CHILD CARE

<http://951.cupe.ca>



GENERAL MEETING

Wednesday, December 5, 2007

11:30 a.m. - 1:00 p.m.

University Centre Room A180 (Senate Chambers)

**Featuring our annual HOLIDAY SOCIAL
Door Prizes!! Refreshments!! Seasonal Fun!!
50/50 Draw for Transition House**

*Copies of the Standard Agenda
Will Be Available at the Meeting*

MOTION to amend the following By-Laws:

- 14 Duties of Officers & Stewards
- 18B: Changes to standing and contract committees

(Copies of proposed changes will be circulated).

ELECTION

- Trustee (term to March 2010)

21 November
MINUTES of ~~24 October~~ 2007

- 1. Roll Call** - Called to order by Doug Sprenger.
- 2. Attendance Report & Welcome** – 28 members attended. The Equality statement was read. Laurie Whyte read from a CUPE BC communiqué on child care. An international for-profit company, ABC Learning, is being encouraged by the Campbell government in its aim to buy up large numbers of existing

daycares. CUPE of course believes that community-based, not-for-profit daycare is what needs to be protected and expanded. Cheryl DeWolfe announced that the local's website now has a photo gallery. She welcomes photos of union-related activities, past or present, for inclusion.

- 3. Agenda** – Adopted
- 4. Minutes of 24 October 2007** — Adopted
- 5. Business arising from the minutes** -- None

6. Executive Report – Adopted

The Executive Committee met Oct. 30-31, 2007. Business arising and new business included:

- Replacement of missing CUPE flags; issue a call to locate. Replacement cost of \$40 per flag + S/H & tax
- Discussion of holiday social preparations.
- Approval appt. of Donna Mollin as alternate pension trustee.
- Approval of up to \$200 for photos of Executive and Stewards for 951 image bank

- Donation of \$100 to Leukemia/Lymphoma research fundraiser.
- Approval of \$2000 for Joint UVic CUPE Locals Communication strategy (matched by CUPE National) leading to 2010.
- Approval of purchase of locking filing cabinet for RTWA Officer
- Approval of membership with Co-Development Canada (\$100)
- Donation of \$100 to the Canadian Centre for Policy Alternatives
- Discussion of terms of reference and formulation of Environmental Committee
- Discussion of Bylaws 14 and 18, changes to Executive Officers descriptions. Notice of motion; voting at Dec. general meeting.
- With regret, acceptance of resignation of Marthese Cassar as Education committee chair. Notice of election. Thanks, Marthese!

7. President's Report – Adopted

In addition to his ongoing work with the RTWA Officers and support for committees, Doug has been active in the following areas over the last month:

- New Staff orientation
- Victoria Labour Council renewal, revision of constitution, reactivation of our participation
- Canadian Labour Conference Pension Conference with our pension trustees
- Joint Pension Trust discussions with legal counsel and employer about transition issues
- Labour Relations Board hearing into employer request to exempt a position from the bargaining unit
- Probation & Trial Period training sessions for managers and supervisors
- Performance Feedback & Coaching meetings re development of training
- OH&S conference attended by our committee members
- Child Care press conference and forums on "big box" child care companies setting up shop in BC
- Leukemia & Lymphoma fundraiser with other CUPE locals and UFCW
- Protect Public Water press conference and book launch with Maude Barlow

- Upcoming events include BC Fed of Labour convention (Nov. 26-28), CUPE Exec Board meetings (Dec. 4-5) and Lancaster Public Section Bargaining and Arbitration conferences (Dec. 11-13).

Doug regrets he will not be able to attend the Dec. 5 Holiday Social and wishes all members a safe and happy holiday season!

8. Corresponding Secretary's Report – Adopted

9. Treasurer's Report. – Adopted

10. Trustees Report – no report

11. Chief Steward's Report -- Adopted

12. Education Committee Report -- Adopted

13. Elections

Chair, Education Committee – nominated and elected, Karolyn Jones.

Trustee – No nominations accepted

14. Standing Committee & Delegates' Reports – Delegates – Reports from Angela Thurston (Advanced Stewards Training, Parksville) and Rhiannon Bray (OH&S conference) were given.

15. NEW BUSINESS

A UHire meeting is scheduled for Friday, Please contact Terry Wiley or Laurie Whyte with any concerns about the UHire process.

Adjournment at 1:00.

Reports that were received in writing may be requested from the Recording Secretary

Next Meeting:

Wednesday, January 23, 2008,

11:30 a.m. - 1:00 p.m.

Room A180, University Centre

Please Deliver To:

**MR MICHAEL GAUDET
LTEC**