

CUE Executive, special meeting
Nov. 27, 1986

Present: Mary Vorvis, Adrien Kiernan, Edmund Kam, Suzan
Zagar, Kitty Byrne, Ted Byrne, Shirley Irvine

Notice of the following motions was given by Adrien Kiernan:

1. That we get someone in from Cupe National to advise us on how the office should be structured and managed, and to consider our recommendation that there be a senior position.
2. That a sub-committee of the Executive be constituted to talk to Suzan Zagar about her behaviour at committee meetings.
3. That we immediately meet with Helen Glavina to go over her job description and determine her duties.
4. That a policy be developed with respect to overtime and be on the table by the next Executive meeting.

The following motion was made by Ted Byrne, seconded by Edmund Kam:

That we transfer signing authority from Mary Vorvis to Shirley Irvine. Carried.

Next meeting: Tues., Dec. 2.

CUE Executive Meeting
Nov. 25, 1986

Minutes

Present: Ted Byrne, Suzan Zagar, Edmund Kam, Kitty Byrne,
Estelle Lebitschnig, Mary Vorvis, (Joe Denofreo)

1. Adoption of agenda. Treasurer's report was added as item 4a, and Brenda Sanft was added as item 6a. A motion to approve the agenda was made by Suzan and seconded by Edmund. Agenda was approved as amended.
2. Adoption of minutes. Moved by Suzan, seconded by Edmund, carried.
3. Business arising from the minutes. Suzan wanted it noted that Ted's response to Ann Hutchinson's question re. the membership endorsing our decision to replace Patricia with Kitty until Jan. 31 was incorrect (p. 3). We do have the right to make this decision, based on past practice, and it was not simply an oversight.
4. The motion from our April 23, 1986 meeting, that the full time officers' salaries be raised to the top of pay grade 11, was to be reconsidered according to a motion of May 20, 1986. This has not yet been done, and Kitty stated that it was her intention that this motion be dealt with tonight. Kitty said that there were two areas that needed to be discussed in dealing with this motion: salaries and working conditions in the office. It is no longer a question of coordination of committees — for the most part the full-time officers do the work of the committees. The level of responsibility is very high, as is the workload. The working conditions are intolerable: the staff are underpaid, miss breaks and lunches, and work overtime without being paid. She is worried that people will not be willing to run for these positions, given the pay level and the expectations. Something needs to be done about the working conditions for all three of the staff, and the salaries of the two Union Reps need to be raised to an appropriate level.

Suzan spoke in favour of the motion to reconsider. The cost of raising the wages to pay grade 11 would be \$12,000/yr. These positions have no more responsibility than those in the bargaining unit being paid the same rates. The problem is the salary in general: the salary rates are lower here than for library and clerical workers elsewhere. If we were properly organized the Grievance and Contract positions would not have to work in both areas, and the number of meetings

would be reduced for each of them.

Mary agreed with Suzan. If we add to the salaries we would have to cut back elsewhere. She is in the same pay grade as the office staff, and they have no more responsibility than she does. More pay won't correct the problem of lack of participation from members, volume of work, or working conditions.

Ted said that he had many of the same concerns as Kitty. It is difficult to measure level of responsibility, and this will always be a subjective judgement. But the full-time Executive positions do not compare with anything in the bargaining unit, and there has to be some compensation for the long hours and the heavy workload, let alone the responsibility. He is also concerned about our ability to get people to accept these positions as they are, and he announced that he has been offered another job and would most likely not be running for the Union Rep. position in January.

Joe cited the organization of his own staff rep. union. They are hired and not elected, and negotiate their own working conditions. Kitty remarked that the Board had said that we could not organize as long as we are elected. Joe said that we did not have to have a certificate to have a contract of employment.

Suzan pointed out that our bylaws state that the Union Representatives are to have the same working conditions as under the collective agreement. It was pointed out that this is not in fact the case, and could not be.

The motion to reconsider was voted on and passed by 3 to 2 (Ted and Edmund were opposed).

The original motion was now back on the floor: That the salaries of the full-time officers immediately be raised to the top step of pay grade 11, and overtime be no longer billed, and that notice of motion to this effect be given for the Sept. General Meeting.

Suzan said again that she was concerned about where the money would come from. Cupe dues go up 10% in Jan. This motion would cost us 12,000/yr. Ted pointed out that as long as overtime was being paid, our wages were actually considerably higher than the top of pay grade 8, and that this amount would have to be subtracted from her \$12,000 figure to get an accurate estimate.

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Suzan argued that we did not have any right to pay out overtime without authorization of our membership. Ted pointed out that she had earlier argued that we did have the right to hire Kitty for 5 months without their approval, and this was a greater expense. She said that this was different, and that our members do not know that we have been paying overtime for the past three years. Ted disputed this.

Kitty gave the Executive Shirley Irvine's opinion, which Shirley had asked to be conveyed. She feels that the wages are too low, and does not agree with overtime not being paid for all time worked over the regular work day, including meetings. Suzan said that Shirley should have come to the meeting if she wished to express her opinion, and she challenged the chair. The challenge was defeated 4 to 1.

Edmund moved an amendment to the motion that the date be changed from Sept. to the Nov. GM. Ted seconded this motion, and it was carried. Edmund called the question.

The original motion was voted on, and defeated 3 to 2 (Ted and Edmund were opposed).

Ted said that he had worked forty hours above his regular workday over the past month and a half. Under normal circumstances he would claim twenty-three of those hours as overtime. (Kitty put overtime statements from Ted, Helen and herself on the table, but they were not discussed). He said that if he was leaving this position in a month, he would need to spend a lot of time putting things in order for someone else to take over, in addition to keeping up with his regular workload. He was not prepared to do this in the present circumstances (ie. with overtime not being paid).

Edmund moved that, 1. the salaries of the two full-time officers be raised to the second highest paygrade, and 2. that the ban on overtime be lifted. He did not get a seconder for his first motion. Estelle seconded his second motion.

Mary asked whether the same procedure as in the past would be followed. That is, would the officers decide for themselves when to work overtime, subject to approval, or would there be some better system of control. She pointed out that

this was the problem that led to the ban in the first place.

Suzan said that the whole issue should go to the membership. They have to decide whether they want the Union staff to work overtime. The problem of making sure that everything is in order for a new officer, or training a new person was not Ted's problem, but something that the Executive would have to be responsible for.

The motion was carried 3 to 2 (Mary and Suzan were opposed).

Ted asked if the motion was retroactive, and was told that it was not. Mary asked about the procedure, and the consensus was that we would follow the already established procedure for approval of overtime.

- 4a. Treasurer's report. Mary said that there wasn't time to give a full report. The next Treasurer will have to pick up where she left off, but she will do her bit to help. We need to give Helen our support, since she is overloaded presently. Cupe is arranging to have an accountant come in and help us with a budget. She did the per capita on the weekend. There was an overpayment to the strike fund of \$200 which will need to be transferred back.

Kitty thanked Mary for the work that she has done as Treasurer. Suzan said that she thought it had been a bad decision to make the Treasurer a non-salaried position, and Estelle agreed. Mary said that once the computerization project is completed, we should monitor the position very carefully and see how much time the Treasurer puts in, and then decide if there should be an honorarium, a part-time or full-time paid position, or a volunteer. Ted said that, considering the management letter, the array of new procedures, there is still an enormous job to be done, and some question now about who is going to be willing to do it.

Suzan said that we should discuss Daryl's letter, that she has some concerns about it. Mary suggested that we defer this discussion to our next meeting, since we have to deal with his tender. The issue was tabled until the next meeting.

5. Motion re. Patricia House's return to the bargaining unit. Kitty presented Patricia's letter to the Executive. Kitty spoke with Erik de Bruijn, and asked him to consider her for the LA 3 position in Woodward. He said that he would offer it to her. There was a consensus that, in terms of responding to her letter, we should first check with Ian

Donald.

6. Day Care Referendum. Kitty gave Suzan her rewording of the rationale. Suzan recommended that the referendum be done first week in January. Ted explained what was being done by Cupe 116 (a recommendation from the Exec. that there be a donation from their general funds rather than an assessment) and the Faculty (a recommendation that a voluntary contribution special fund for such donations be established). Suzan said that some statement re. the fee structure for the Daycare should be in our rationale. Suzan will take care of the wording.
- 6a. Ted explained that Brenda Sanft has not yet worked up to full time on her rehabilitation program. The University is proposing that we continue the same arrangement for another two weeks, in spite of the fact that they had earlier indicated that if it was to be continued they would pay Brenda for her work. Brenda is in favour of seeing it continue for two more weeks on the present basis. Ted made the following motion, seconded by Estelle:
- That we agree to extend Brenda Sanfts rehabilitation program for another two weeks, on the same terms as before.
- The motion was carried.
- 6b. This item was added to the agenda. We discussed the note from members in Commerce re. the Union dues being deducted from gross wages. Joe gave his opinion: is a local union decision, some take percentage of gross, since all terms of employment are negotiated by the union, and others take it from the base. Is fifty/fifty one or the other. Estelle, Edmund and Suzan all argued that it should be on the base rate. Mary said that it should be based on exactly what one earns, part-time, full-time, over-time. Currently it is being taken off the gross. There was also some discussion of whether or not 1.2% is the correct amount. We don't yet have sufficient information to come up with an exact figure.

Motion: That the Executive recommend to the Membership that the percentage dues should be deducted from gross earnings, and that notice of this motion be given at Thursday's General Meeting. Mary made the motion, Suzan seconded it. Carried.

7. Development Office. The University has proposed transferring several employees from the Alumni Association into our bargaining unit, in the new Development Office (see attached). Ted recommended allowing the employees to be transferred into our bargaining unit. In one case they want an employee to be red circled at her present wage, which is considerably higher than the Clerk 3 wage she would earn in our bargaining unit. Ted already suggested to the University that they consider changing the duties so that they could classify it as a Clerk 4, but they said that was impossible. Joe suggested that we throw it back in their court, and tell them they should add some duties and make it a Clerk 4.

Motion: That we allow the University to transfer the employees from the Alumni Association into our bargaining unit with their seniority intact, and that we consider the question of their wage rates at our next Executive meeting.
Moved by Ted, seconded by Edmund, carried.

The meeting was adjourned.

2. "Supervisor, Records Processing"

Clerk 3

Current incumbent - Isabel Galbraith

Mrs. Galbraith has been in her current position for nineteen years. She is fifty-nine years of age. She is an extremely valuable person to the organization. The University would appreciate the Union's acceptance of Mrs. Galbraith in this position without the requirement for job posting and with some consideration regarding seniority credits. In addition, the University would like to be able to red-circle her salary at \$1,917.00 per month.

3. "Data Entry Clerks"

Clerk 2's

Current incumbents - Claire Brandolini (part-time)
- Kathy Loverock
- Gerri Ritchie
- one position vacant

The University would appreciate acceptance of these three employees without requirement for job posting. In addition, the University would like to place these employees on the step of Paygrade 3 which most closely matches their current salary:

	<u>Current Salary</u>	<u>Proposed Salary</u>
C. Brandolini	1,483.00	1,483.00
K. Loverock	1,419.00	1,419.00
G. Ritchie	1,689.00	1,546.00

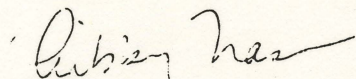
4. "Secretaries"

- Two Secretary 2 positions.
- One position vacant, about to be posted.
- One position posted October 10, 1986 and about to be filled. - See 2.

- Please note that these positions are not being transferred, as they are already University positions.

Please call me if you have any questions.

Sincerely,



Libby Nason, Manager
Employee Relations

c.c. Dan Spinner, Development Office
Dean Francie, Development Office

LN/mjl