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2170 Western Parkway, U.B.C., Vancouver, B.C. V6T 1V6

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JANUARY 14, 1986

As has been previously reported, the Executive has been working on a major restructuring proposal regarding the Union office and staffing levels. We are bringing these by-law amendments forward in several installments as it would require a number of changes and would be a lot to deal with in one sitting.

Basically, the Executive is proposing there be two elected full time officers and a hired senior administrative secretarial position as paid staff of the local. The financial matters would be administered by an unpaid Treasurer and minutes by a Recording secretary. The clerical work will be structured so that volunteers can help effectively in the office (To our delight, we often have offers of help). We now have a growing number of enthusiastic stewards and are working on reviving the committees and the division structure. We are receiving assistance from CUPE regarding training for stewards and some of the workload of the office.

The Executive is also researching the salaries for these positions and will be making a recommendation when that data is collected. The standard practice in most locals for elected full time officers seems to be that they are paid at the top bargaining unit rate in part to reflect the amount of overtime that is associated with these type of jobs. The Executive will also be looking at the question of electing versus hiring of staff. However, some of these questions may not be considered for another year until the membership decides whether or not to stay with CUPE.

#### NOTICE OF MOTION:

By-law amendments:

G.4 Recording Secretary

The Recording Secretary shall be responsible for recording the minutes at general membership and Executive meetings and ensuring their production and distribution.

E. delete Membership Secretary and add Recording Secretary

G.6 delete G.6 & G.7 -- replace with G.6 Union Representative (2 positions)

There will be a job standard drawn up for the position with 2 lists of duties describing each person's duties.

The job standard will be brought back to the membership for approval. The list of duties will be drawn up by the Executive.

Moved & Seconded by the Executive:

That there be one job standard for both full time officers with a list of duties drawn up by the Executive for each position.

That both full time elected officers will have the title Union Representative and that the by-laws will be re-written accordingly with a brief description of the positions.

#### BY-LAWS

E. delete Union Organizer, Union Co-Ordinator and add Union Representative (2 positions).

That the Executive recommends the hiring of a senior secretarial position for the Union office. The competition will be open to all members of the bargaining unit and will only be opened beyond the bargaining unit if no acceptable applicant can be found internally.

#### Constitutional Amendment

Amend Section 5: The Executive
delete Membership Secretary, Union Organizer and
Union Co-ordinator

Add: Recording Secretary, Union Representative, (2 positions)

Amend: 2 trustees to 3 trustees

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## Membership Meeting Edward manager of 18 January 30, 1986

#### Minutes

Chair: Kitty Byrne

Secretary: Patricia House

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#### 1. Adoption of the Agenda

Kitty stated that the Executive wanted to move the Contract Committee report to Item 3a and delete Item 6.

Moved by Susan Zagar

THAT THE AGENDA AS AMENDED BE ADOPTED

The motion was CARRIED.

### 2. Adoption of the Minutes

Moved by Mary McKenna-Forkin Seconded by Jeannette Vogal
THAT THE MINUTES OF THE AUGUST TO DECEMBER MEMBERSHIP MEETINGS BE ADOPTED
AS CIRCULATED.
The motion was CARRIED.

#### 3. Business Arising from the Minutes

There was no business arising from the minutes.

At this point in the agenda Kitty made several announcements. She reminded people to remember to vote in the School Board elections today. She explained and read a letter that had gone to the Board that the Union had filed an unfair labour practices complaint. The name of the management person was not mentioned. The membership applauded the Executive's action in this matter. She also announced that we had been told that management people, or people outside our bargaining unit had been taping, or listening to our meetings and that we were going to make a complaint about that.

#### 3. a) Contract Committee

Philip Hall gave the report. He stated that last week the University had made an offer. It was 25 pages long. There was still 20 articles on the table - 13 of them are quite damaging to the Union. They have not made any changes in their language proposals. They have dropped a few small items and they have countered our proposed language on tech. change. He went into some detail explaining some of their proposals. For example, relief employees - he said the Union agrees that contracting out is a problem, but we don't feel their proposal is the appropriate solution. He explained they are trying to restrict the composition of Union Committees. That is they are trying to limit the number of people from a department on committees. They still are proposing being able to hire above the base rate. The financial offer they presented to us was to

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- -restructure the increments
- -reducing the number of steps
- -that we should abandon our claim for the last two sets of increments that were not paid
- -that there would be a \$100 signing bonus
- -that the clinical secretaries and the buyers would be moved into a different pay grade
- -that the top end of the bargaining unit would all be bumped up a pay grade
- -that there would be a 1% wage increase for everyone that was not retroactive - it would take effect the month after Peck and the Compensation Stabilization Program approved the package.

The Union is in the process of analyzing this proposal. It was made clear that we do recognize there are problems with a number of the pay grades, but we are not certain that this is the best use of the money available. CUPE has made their resources available and we have put all this information on the computer and are doing a very detailed analysis. The membership were told that anyone who is interested in seeing the exact proposal could come to the office and read the 25 page document. We have not presented things in any more detail because we are in the process of trying to analyze this whole package.

The Contract Committee believes that this is actually the beginning of the bargaining process. For the last two years the University has been stalling us and there hasn't been any serious bargaining going on. They want to be able to go back to the table and try and actually negotiate with the University. They will be doing a great deal of work and analysis in the hopes of coming up with some reasonable counter proposals. It was also pointed out to the membership that the University is talking about a three year agreement. CUPE 116 accepted a \$200 signing bonus, a 1% wage increase retroactive to January 1, 1986 and a two year contract that would expire March 31, 1986. They ended up with this settlement as a result of mediation.

Mediation is an option that is, of course, still open to us if we are unsuccessful in negotiating something that we feel we can live with. The floor was open to questions. After considerable discussion and all questions from the floor had been answered there was considerable support expressed for the Contract Committee going ahead and trying to do their job. The membership was advised that they would be kept abreast as events curreently developed and a special membership meeting called should there be something substantial to report.

#### 4. By-law Amendments

Moved and Seconded by the Executive THAT ITEM G4 OF THE BY-LAWS NOW READ RECORDING SECRETARY. THE RECORDING SECRETARY SHALL BE RESPONSIBLE FOR RECORDING THE MINUTES AT GENERAL MEMBERSHIP AND EXECUTIVE MEETINGS AND ENSURING THEIR PRODUCTION AND DISTRIBUTION.

Moved by Ann Hutchinson Seconded by Suzan Zagar TO TABLE ALL THE BY-LAW AMENDMENTS

After considerable discussion the motion was DEFEATED.

After further discussion the main motion was CARRIED.

Moved and Seconded by the Executive ITEM E OF THE BY-LAWS BE AMENDED TO DELETE MEMBERSHIP SECRETARY AND ADD RECORDING SECRETARY FROM THE LIST OF EXECUTIVE MEMBERS.

The motion was CARRIED.

Moved and Seconded by the Executive THAT ITEM G6 OF THE BY-LAWS AND ITEM G7 AS THEY PRESENTLY READ BE DELETED AND BE REPLACED WITH ITEM G6 UNION REPRESENTATIVE - TWO POSITIONS.

Moved by Patricia House Seconded by Dorzen Hudak TO TABLE THE ITEM G6 AMENDMENT PROPOSAL. The motion was CARRIED.

Moved and Seconded by the Executive THAT THERE BE ONE JOB STANDARD FOR BOTH FULL TIME OFFICERS WITH A LIST OF DUTIES DRAWN UP BY THE EXECUTIVE FOR EACH POSITION. THAT BOTH FULL TIME ELECTED OFFICERS WILL HAVE THE TITLE UNION REPRESENTATIVE AND THAT THE BY-LAWS WILL BE RE-WRITTEN ACCORDINGLY WITH A BRIEF DESCRIPTION OF THE POSITIONS.

The motion was CARRIED.

Moved and Seconded by the Executive BY-LAW AMENDMENT E - DELETE UNION ORGANIZER, UNION COORDINATOR AND ADD UNION REPRESENTATIVE - TWO POSITIONS. The motion was CARRIED.

Moved and Seconded by the Executive

THAT THE EXECUTIVE RECOMMENDS THE HIRING OF A SENIOR SECRETARY POSITION FOR

THE UNION OFFICE. THE COMPETITION WILL BE OPEN TO ALL MEMBERS OF THE

BARGAINING UNIT AND WILL ONLY BE OPEN BEYOND THE BARGINING UNIT IF NO

ACCEPTABLE APPLICANT CAN BE FOUND INTERNALLY.

Patricia gave the motivation for the motion and described the sort of review the Executive has been doing with the office structure as has been reprinted in various reports over the last few months for the membership.

Moved by Ann Hutchinson Seconded by Sheila Porter

TO AMEND THE WORD HIRING TO ELECTION AND TO DELETE THE LAST SENTENCE OF THE MOTION.

After considerable discussion the amendment was DEFEATED. The main motion was put back on the floor for consideration. The main motion was CARRIED.

#### 5. Nominations

President - Kitty Byrne was elected Trustees - Suzan Zagar and Edmund Kam were elected. Union Representatives - Ted Byrne and Patricia House were elected. Nominations will remain open for Vice-President, one Trustee position, Treasurer and Recording Secretary.

An announcement was made regarding Donald Gutstein's report and the public conference that will be held on February 11, 1986.

The meeting was adjourned.