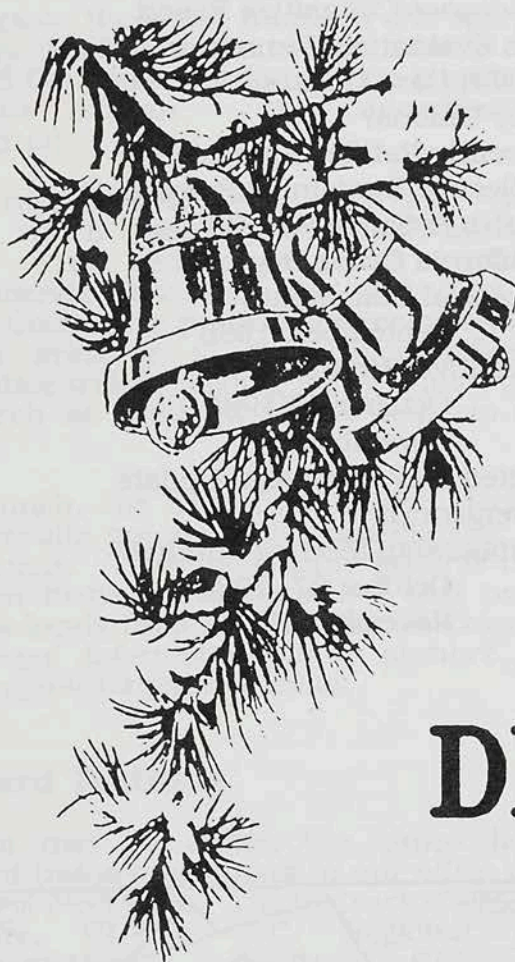




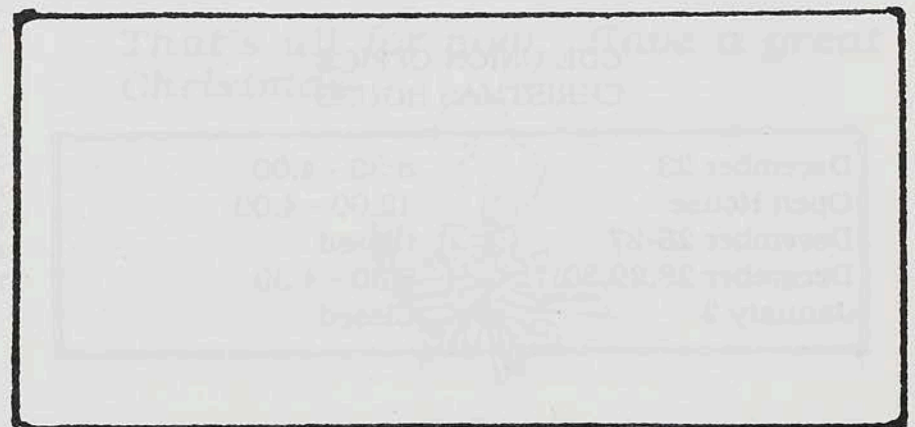
Season's Greetings



from

ON CUE

DECEMBER 1988



COMMUNICATIONS COMMITTEE REPORT

This is our final newsletter of 1988 and we're expecting a busy and exciting New year keeping you up-to-date- on what's happening around campus. In order to do that we need your help and the Committee is pleased to welcome 2 new members; Lisa Brown and Diane Fortier bringing the number of members on the Committee to 6. Still, we need your submissions and letters. Even a few hours of your time each month can help make both the Committee and the membership more informed; more unified. We wish you a safe and happy holiday season and hope you make the decision to "be involved" in the New Year.

IN THIS ISSUE ...

EDITORIAL: Count Our Blessings?

As we Cratchits go into negotiations with Scrooge-UBC, it might be worth thinking, during this holiday-ing season, about those who are even worse off than we are. Though it should really be year-round, this seems to be a time, even if one doesn't 'hold' with Christmas, for helping others in need. There probably are CUE Members in worrisome circumstances, but some others in this city do not have jobs and/or don't even have enough to eat. Let's remember them when we're celebrating or being festive, by donating what we can to the Vancouver Food Bank or any such agency that helps people in need.
Dan Kravinchuk

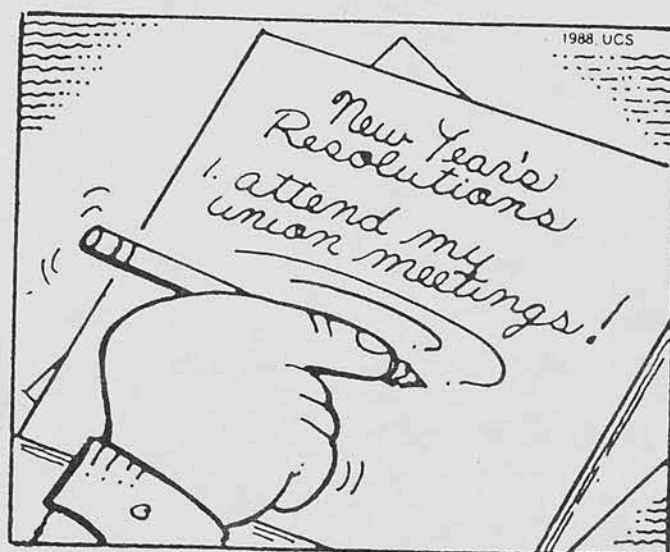
Letters to the Editor

We received one letter about the Jeani Read article on Free Trade in our November issue. The points made in the letter were well worth considering, but unfortunately the letter was unsigned. The Communications Committee has a policy of not publishing anonymous material. If the person who wrote this letter would like to have it published, she/he should resubmit it with name included. Names may be withheld if requested.

CUE UNION OFFICE CHRISTMAS HOURS

December 23	8:30 - 4:00
Open House	12:00 - 4:00
December 26-27	Closed
December 28,29,30	8:30 - 4:30
January 2	Closed

President's Report	3
Grievance Committee Report	4
Job Evaluation Committee	5
Health Care Update	6
Why Unions?	7
Recently Ratified Agreements	8
Collective Bargaining Process	9
Health & Safety WHMIS	10
California Grape Boycott	12
Financial Statements	13
September, 1988	
Executive Minutes	15
October 26, 1988	
November 9	
United Way Campaign Update	18
Emergency!!	18
Membership Meeting Minutes	19
October 27, 1988	
November 17	



President's Report

B.C. Federation of Labour 33rd Annual Convention

I attended the B.C. Federation of Labour Convention on December 1, 1988 as an invited guest of CUPE B.C. Regional Director, Ray Arsenault, and CUPE B.C. Regional Education Rep, Geraldine McGuire (who did our steward training).

In the morning, elections were held for the positions of President and Secretary-Treasurer. Ken Georgetti and Cliff Andstein were acclaimed for those positions for yet another term. The Resolution Committee introduced several resolutions which were discussed and voted on.

The speaker of the day was David Martinez, Vice-President of United Farm Workers of America, who gave an enlightening and rousing talk on pesticide use on grapes, and other produce in the states. We have asked for copies of his speech, which gave specifics on the types, numbers and specific harms done by pesticides, the irresponsibility of the EPA and US Congress, not to mention slipshod Canada Customs officials. (See advertisement this newsletter).

Some reports were read, such as: Health and Safety, which discussed WHMIS (Wayne Green, of CUPE 116 spoke to this), with several recommendations; and the B.C. Fed Women's Rights Committee presented a report on Pay Equity (copies available at the Union office). This committee will be holding a Pay Equity Conference in March of 1989, which we hope to attend as guests.

After lunch, the Executive Council elections were held (results not available immediately), and more resolutions. There was some general networking between items, during which I met people from various locals from all over British Columbia. We exchanged information on a number of issues affecting our bargaining units.

Steward Training

As you may be aware, the Union hosted two steward training seminars in our office during the month of November. The instructor was Geraldine McGuire, CUPE's B.C. Regional Education Representative. Fourteen CUE members participated, ten of whom were new recruits.

In appreciation, the Executive voted unanimously to take them out to dinner--scheduled for December 6, 1988.

Stewards are the backbone of any union, since they ensure the enforcement of the Collective Agreement. Your local has been operating with only a handful of stewards (an insufficient number for the size of our membership) for too long. Thank you, new stewards, for making this a stronger local.

Additional training seminars will be scheduled throughout 1989. In fact, our new Business Agent, Rosanne Hood, is a certified instructor, and has indicated she would be delighted to do the training herself.

Telereg

See Grievance Committee Report.

Business Agent

For details about how the Hiring Committee proceeded, and the qualifications of Rosanne Hood, see the Hiring Committee report contained in the Membership Minutes of October 27, 1988.

To cover the office during the interim (Rosanne will be starting 15 January, 1989) the Executive voted to book Pamela Lundrigan off full time until 31 January, 1989 (see Executive minutes, November 22). The last two weeks of January will serve as part of the training program for Rosanne.

Next Membership Meeting

The next General Membership meeting will be on **19 January, 1989 in I.R.C. #6 from 12:30 p.m. to 2:30 p.m.** See you there!

Poster Contest

Don't forget--judging will be by the membership at the 19 January membership meeting, with three prizes being awarded. Please contact the Union office if you plan to enter.

Position Descriptions

If you don't have one, you should have. Ask your Department Head for one and send us a copy of your letter, and position description when you receive it. If you are unable to obtain a copy, drop us a line or give us a call and we'll take it from there.

Door Prizes

In November we began issuing door prizes at our membership meetings as a way of saying "thank you" for attending. Every month we shall have a different selection of prizes.

That's all for now - Have a great Christmas.



GRIEVANCE COMMITTEE REPORT

The Union recently filed a grievance on **Telereg**. Telereg is a new registration procedure that the University first implemented last March which allows students to register by telephone throughout the spring and summer and again in December and January. The implementation of this system has impacted on the positions of many CUE members by greatly increasing the workload and changing the work procedures.

The University did not consult the employees involved before implementing Telereg, which contravenes Article 24.05 (Consultation) of the Collective Agreement. Nor did the University give the Union and the employees concerned three months' notice of intent to introduce the change in procedures as is required by Article 19 (Technological Change).

Last July, the Union requested information from the University to enable it to assess the impact of Telereg on CUE members' jobs. The University promised to do research and provide answers to our questions in the early fall. At the last meeting between the University and the Union, the University did not provide any meaningful information and made it clear that no more information would be provided on the topic. Personnel had summarily surveyed three CUE members' positions and based its conclusions on that survey!

We therefore have been forced to file a grievance on the implementation of Telereg and to do our own research.

Technological change is the subject of another grievance. A CUE member in the library found, after returning from vacation, that she would immediately be transferred into another position since her current position was to be phased out. A grievance was filed because the University did not give the three months' notice required by Article 19 (Technological Change); nor did the University consult the employee as required by Article 24.05 (Consultation). The library, in its reply to the grievance, stated that it was merely "reassigning" the employee to other duties within her classification. We strongly disagree. The Collective Agreement does not give the University the right to transfer employees into totally different positions under the guise of "reassignment". This grievance has important ramifications for potentially all CUE members. This is at Step III and we will keep the members informed about its outcome.

We just settled a **reclassification grievance** on the "eve" of arbitration. The grievance was filed after the University refused to reclassify a Secretary to a Secretary IV even though she was performing the duties in the Secretary IV job description. The Union obtained back pay of \$1,800 for this employee and since she is no longer in the position, the secretary who now occupies that position was also reclassified as part of the settlement.

Shirley Irvine
Chair, Grievance Committee and
First Vice President

TRANSFERS AND STEP INCREASES

Recently the Union won a settlement for a member equivalent to six months of step increases which she had been denied.

The member had started at UBC in March of 1987 and transferred to another department in September 1987. The University did not pay her the step increase on 1 April 1988 but paid it on 1 October, 1988. The member queried this with the Union and we grieved it.

The Union argued that Article 36.01 (Increment Policy) refers to employees that are hired or promoted and fixes the date for step increases as the first of the month following either of these events. That is as long as it is after July 1, 1986. Article 22.05 defines transfer as "...a change from an employee's position to another in the same pay grade which results from the employee applying and being selected for a posted vacancy". In this case our member had done exactly that. She had transferred from a position as a Data Control Clerk to that of a Clerk. Both in the same pay grade. Hence if she had transferred she had not been hired or promoted. Consequently her date for calculating her step increase was the date of hiring which was March 1987, and her increase should have been paid on 1 April, 1988. The University accepted this position and handed over the cheque at the meeting.

If any of you think you are in this situation contact the Union and we will try to resolve it for you.

JOB EVALUATION COMMITTEE REPORT:

As there have been some queries from our members we will outline the procedure steps for obtaining a Job Reclassification.

STEP 1:

Request assessment of job in writing to Personnel Services. This request must outline the employee's reasons for the request and the classification requested, including the retroactive expected, if any.

STEP 2:

Meeting is set up by Personnel with an analyst. Steward may be present at this meeting if employee wishes. At this time the analyst usually meets with the supervisor or Department Head as well.

STEP 3:

The analyst goes back to her/his office and with the information gleaned from the interviews as well as the forms filled out, makes a report as to the correct duties of this particular position.

STEP 4:

A copy of the revised position description is sent to the employee for her/his approval of the duties set out. This is then returned to Personnel indicating approval or corrections needed. After a position description has been agreed upon between the employee, the supervisor/department head and the job analyst, the analyst then determines what classification this job fits into. The employee should receive a written decision on this within eight weeks of submitting the "Reclass Form" to Personnel Services.

STEP 5:

If the reclassification request is denied the employee has the right to appeal the analyst's decision. Appeals are scheduled every 3 months and are held before a board of University representatives from across campus. This board does not include members of our bargaining unit.

STEP 6:

If the employee is unsatisfied with the decision of the appeal board she/he can go to Step 3 of the Grievance Procedure.

Miscellaneous Information:

Retroactive for Job Reclassification is paid to the date of the job duties changing where a date can be established. When there is no established date, as is often the case, retro is usually paid to the date of the application for reclassification. If an employee is not satisfied with the date used for retroactive pay they should contact the union office or the Grievance Committee.

When a reclassification request is approved, the employee should be placed on the step of the new classification which gives the employee a minimum increase in wage of \$50.00 per month. With this in mind, an employee may find it more advantageous to delay a reclassification request until they have reached their next step in their current classification, should that be upcoming in the near future. This is especially true if they are expecting a large amount of retroactive as it will all be calculated at this step.

Misclassifications - if the employee's job has been a misclassification since they first began, the most retroactive paid is twenty-one (21) months. The employee should be placed on the same step as if sh/he were in the correct classification to begin with.

* It is not possible for our committee to establish whether an employee has received the correct amount of retro nor whether they have been placed on the correct step of the new classification as the information required to determine this is not indicated on the documents we are sent in the union office. Please check these dates and amounts carefully.

1988 WAGE SETTLEMENTS		
	TERM	INCREASES
Pulp and Paper Industrial Relations and Pulp and Paper Workers of Canada	3 YEARS	5% 5.5% 5.5%
University of Victoria and Canadian Union of Public Employees	3 YEARS	4% 4% 3.6%
Greater Vancouver Regional District and firefighters	1 YEAR	4%
GVRD and municipal employees	3 YEARS	4% 5% 6%
B.C. Systems Corporation and BCGEU	1 YEAR	3%
School District No. 59 and BCGEU	3 YEARS	4.5% 4.4% 4.3%
Brewery Employees Labour Relations and BCGEU	3 YEARS	3.4% 3.4% 3.4%
Greater Victoria Labor Relations Assoc. and CUPE inside and outside workers	3 YEARS	4% 4.5% 5%
Forest Industrial Relations and International Woodworkers of America	3 YEARS	5% 5.5% 5.5%
Metro Transit Authority and transit workers	3 YEARS	3% 5% 5.5%
GOV'T OFFER	3 YEARS	5% 5% 5%
BCGEU DEMAND	3 YEARS	6.5% 6.5% 6.5%



Plus 1.53% average catch-up

Plus 6.1% average catch-up

"Hello is that the Union Office? I need help"
 "Why did you call the Union, they're nothing
 but trouble"

DOES your office have a split personality? If so there is a cure for this particular type of schizophrenia. There are three steps. The **first step** is "UNITY". A great statesman said many years ago to his country, "United we stand, divided we fall". Never has this been more true in our Unions than it is today. The failure of many members to get a fair hearing is due to the ability of management to **divide** the loyalty of Union members in a single department. Many strategies are used; fear, intimidation, the possibility of losing one's job, and discrimination towards those employees who are also loyal Union members. Join hands in a circle in your department and don't let anyone or anything break that unity of joined hands. Your job and your happiness at UBC may one day depend on that unity.

The **SECOND STEP** to curing this type of split personality is "EDUCATION". Take the time to educate yourself about your Union. Learn to understand its important role in your working life at UBC. Don't necessarily wait until you are in trouble before calling your Union office of discussing your Union's role with other Union members. If you don't know what your Union can do for you, you too may believe that the "Union is nothing but trouble" and when you most need help, you could lose your job without ever realizing that the Union may have been able to save it for you.

THE THIRD STEP IS "TRUST". Developing trust for your Union officials, representatives, and fellow members. Developing this trust depends on step one and step two. Combine these three steps and you have a cure. Become "educated", be "a trustworthy and loyal member" and help to develop trust in your working environment and amongst your fellow workers. Speak openly about your role as a member and your Union Leaders roles. Cure yourself instantly of the feeling that the Union is "trouble", remember that your are the Union. One last thing. The first three letters of the word union are UNI, which also happen to be the first three letters of the most important word in our Union's vocabulary. What is that word? "UNITY". It is a word that we must never forget, and something that we must strive for every work day, if our Union is to work for us.

Irene McKeown
 Dept of Pathology
 UBC Site



A Health Care Update for Women -- At UBC

Vancouver women doctors are repeating a successful prescription.

For the third consecutive year, the B.C. Branch, Federation of Medical Women of Canada, is sponsoring a one-day program to provide other women in the community with up-to-date health care information.

Woman to Woman: Your Health and Happiness, is being held on Saturday, February 25, from 8:30 am to 4 pm, in the Woodward Building, 2194 Health Sciences Mall, UBC.

In this year's program, general sessions will feature law and medicine -- patients' rights; women's health trends; body, mind and disease; and men as patients.

Also, participants will have a choice of two workshops. Workshop topics are: pregnancy late in life; an AIDS update; eating disorders; women and aging; superwoman, supermom, supertired; allergies; walking/running -- injury prevention; reproductive changes and life passages; bites and teeth; mid-life daughters and their aging parents; and the aging eye -- from squints to cataracts

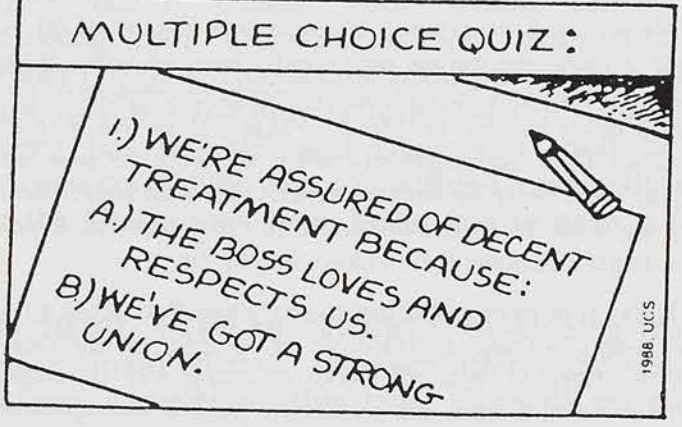
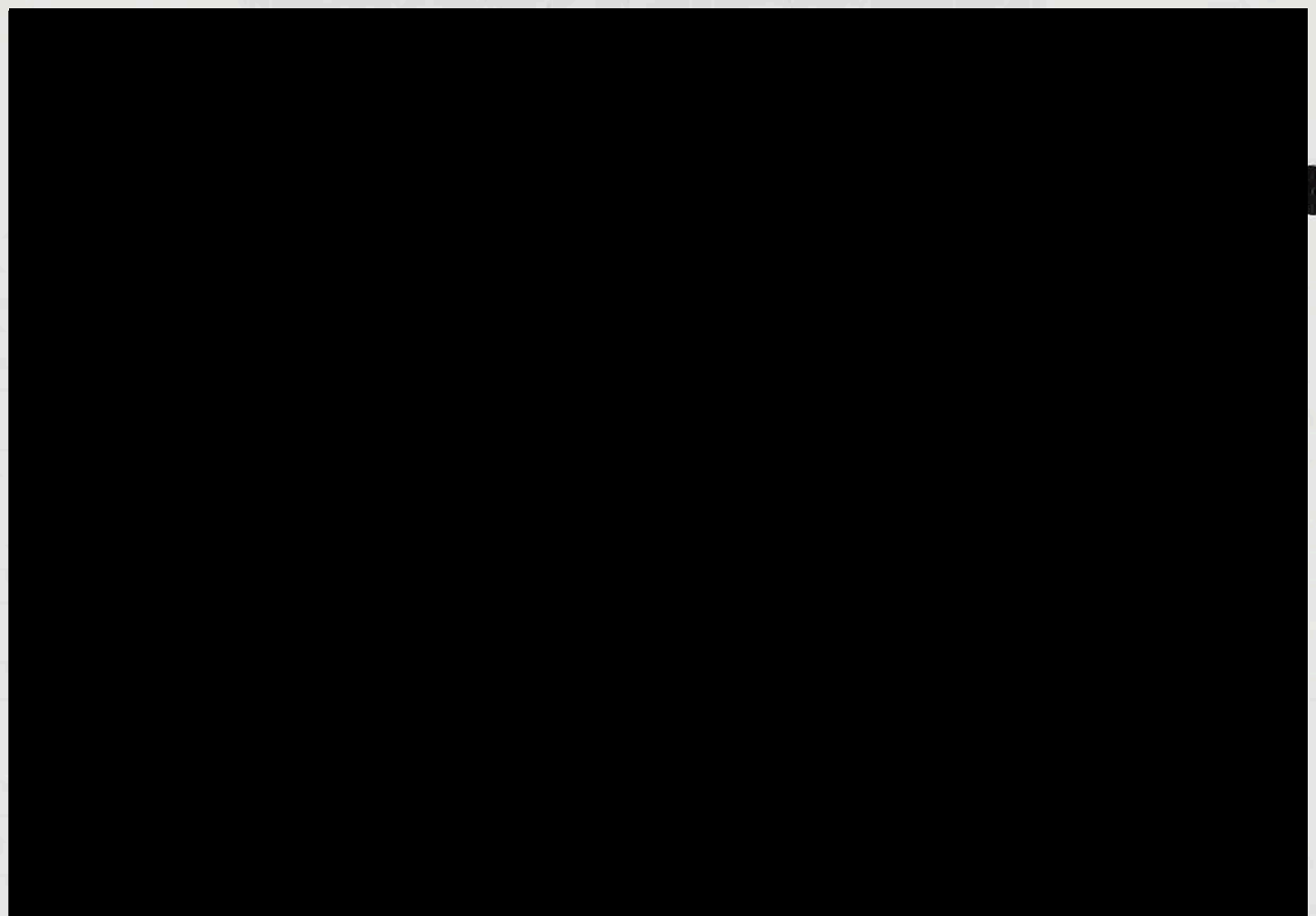
The speakers are local doctors (mainly women), and other professionals from the fields of law, dentistry, nursing and psychology. Time will be allowed for questions in all sessions.

The program is co-chaired by Drs. Denise Werker and Rosmin Kamani and is being held in co-operation with UBC.

Early registration is recommended. The cost for the day, \$55., includes lunch and print materials. For registration information call the UBC centre for Continuing Education, 222-5272.



Why Unions?



Recently Ratified Agreements

Simon Fraser University AND Faculty Association

Contract expired June 30 1988. RATIFIED a 1 year agreement, effective July 1, 1988 to June 30, 1989. Wage increases of 4.5 per cent effective July 1/88 and 6.0 per cent April 1/89.

University of B.C. AND Teaching Assistants CUPE LOCAL 2278

Contract expired August 31, 1988. RATIFIED a 3 year agreement effective September 1, 1988 to August 31, 1991. Wage increases of 5.0 per cent Sept. 1./88, 5.0 per cent Sept. 1.89 and 6.0 per cent Sept. 1/90.

From the Business Council of British Columbia:

HOURS WORKED AND VACATIONS DIRECTLY INFLUENCED BY WHERE ONE WORKS

A recent study by the Union Bank of Switzerland indicates that on the average, workers in Europe have the longest vacations and work the shortest work weeks. Workers in Asia on the other hand, work the longest work week with the shortest vacation. The North American trend was much closer to that of Asia than that of Europe.

For example, for an average of 12 different occupations, workers in Amsterdam enjoyed 34.7 vacation days a year and worked an average work week of 39.5 hours. Workers in London, England enjoyed 24.1 vacation days and a work week of 38.3 hours on the average. At the other extreme, workers in Hong Kong enjoyed a vacation of 7.6 days a year on the average with an average work week of 52.0 hours. Workers in New York enjoyed vacations of 13.0 days and a work week of 39.7 hours. Canadian workers in Toronto fared slightly better for they enjoyed vacations of 17.2 days per year on the average and a work week of 39.2 hours. In all instances, vacation time referred to paid workig days.

Source: Union Bank of Switzerland, Spring 1988 Survey.

The Collective Bargaining Process

*This is the seventh article in this series.
Diana Ellis - Education Committee*

Types of Bargaining

Joint Bargaining

Joint Bargaining is achieved if all CUPE locals having Collective Agreements with the same employer join together at the same bargaining table and negotiate with that employer. This constitutes *multi-local/single employer* bargaining. An example of this arrangement would be where the manual employees in one local join with the clerical employees in another local and negotiate jointly with their common employer.

Although joint bargaining is more efficient and cohesive than co-ordinated consultation, there is still the problem of establishing an acceptable ratification procedure to be used by the participating locals. For example, should the participating locals vote separately on the proposed settlement or should there be a single vote taken at a general meeting of members from all bargaining units?

If each group vote separately, then there would be two separate Agreements in existence. In other words, the status quo would continue except that the terms of the new Collective Agreement would be arrived at through the process of joint bargaining. A complicated situation would develop if one group agreed to the terms of settlement and the other did not. As long as there are two separate bargaining units, this is always a possibility. In cases such as this, the concept of joint bargaining would break down.

An answer to this problem is to have all employees of a single employer covered by a single bargaining unit and a single local. Some employers prefer having two sets of negotiations and two contracts. They like to play one group against the other — of course the union can play the same game.

Having one bargaining unit for all employees would appear to be a more efficient way of conducting contract negotiations. There are many CUPE locals using this single local concept and find it to be a workable arrangement. It is certainly a protection against the tactic of *divide and conquer*.

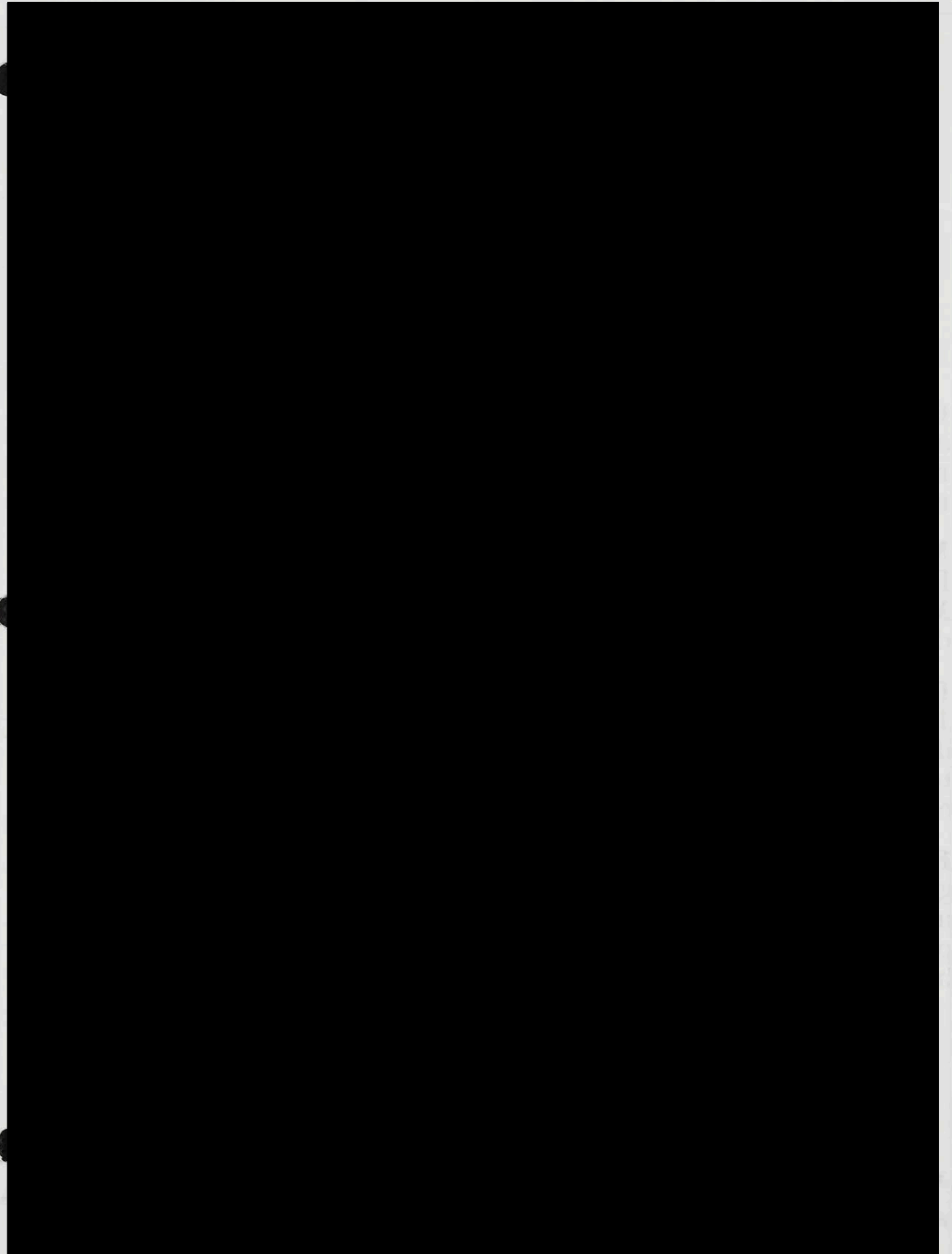
As joint bargaining evolves over a long period of time, the provisions in the separate Agreements begin to look alike. Then there comes a time when the major provisions are identical. When this happens, the next step is to negotiate one Collective Agreement for all CUPE employees working for the same employer.

NEXT MONTH: *Bargaining Arrangements*



Safety & Health

WHMIS gets off the ground



Canadian University Employees
 Interim Statement of Strike Fund Balance
 9 Months Ended 30 September 1988
 (Unaudited)

Balance, Beginning of Year	148,727.93
Members Assessments	7,005.00
Interest Earned	2,867.18
Investment Earnings	16,443.00
Disbursements	0.00

Balance as of 30 September 1988	175,043.11

CUE REPRESENTATIVES**EXECUTIVE COMMITTEE**

President	Pamela Lundrigan	228-3146
1st Vice-President	Shirley Irvine	224-8333
2nd Vice-President		
Secretary/Treasurer	Diana Ellis	228-2074
Recording Secretary		
Health & Safety	Estelle Lebitschnig	228-2713
Job Evaluation	Susan Claybo	228-2948
Education		
Communication		
Chief Shop Steward		
Sergeant-at-Arms	Patsi McMurchy	228-2757
Sergeant-at-Arms	Lee Bryant	228-3292

GRIEVANCE COMMITTEE

Chair	Shirley Irvine	224-8333
	Greg Fisher	228-4968
	Fred Snyders	228-5370
	Barbara Kane	228-6446

CONTRACT COMMITTEE

(Acting Chair)	Pamela Lundrigan	228-3146
	Diana Ellis	228-2074
	Lee Bryant	228-3292
	Alannah Anderson	228-2882
	Nan Love	228-3586
	Fred Snyders	228-5370

HEALTH & SAFETY COMMITTEE

Chair	Estelle Lebitschnig	228-2713
	Deborah Dobie	228-5778
	Pat Fornelli	228-3336
	Sheila Weaver	228-6363

JOB EVALUATION COMMITTEE

Chair	Susan Claybo	228-2948
	Zlata Pound	228-4489
	Rosemarie Page	228-2435
	Katie Eliot	228-4688

EDUCATION COMMITTEE

	Diana Ellis	228-2074
	Gayle Mavor	228-3199

COMMUNICATIONS COMMITTEE

	Diana Ellis	228-2704
	Dan Kravinchuk	228-5021
	Richard Melanson	228-4995
	Gayle Mavor	228-3199
	Lisa Brown	228-3445
	Dian Fortier	228-4412

OTHER

CUPE National Rep.	Joe Denofreo	525-9231
CUE Bus. Agent	Rosanne Hood	224-2308
CUE Admin. Secretary	Rebecca Davey	

Where you see the phrase "See Union office for complete records", the minutes have been edited for confidentiality and security reasons. Our intention is not to withhold information from the membership, however, so if you would like to see the complete report, please come by the Union office and we will give you the information.

EXECUTIVE COMMITTEE MEETING
 26 OCTOBER, 1988
 5:00 P.M.

MINUTES

PRESENT: Pamela Lundrigan, Chair; Leigh Bryant; Diana Ellis; Shirley Irvine; Zlata Pound.

ADOPTION OF AGENDA

Pamela suggested that the Business Agent's report be moved from Item #8 to Item #3 a). Diana requested the addition of Item #9 g) Business Cards. She also requested the deletion of Minutes of 14 September as they have already been approved.

MOVED Bryant SECONDED Pound

"That the agenda be amended as above"

CARRIED**BUSINESS ARISING**

a) **Business Agent's Report**
 Rod Haynes read his report for September, 1988

MOVED Pound SECONDED Bryant

"That the Business Agent's report be accepted as read"

CARRIED

Rod went on to request that his final payout be initiated as soon as possible. This will be dealt with expeditiously.

Recruiting Campaign

Pamela reported that she and Marion Gordon attended a meeting yesterday. No members attended. There has been an apparent confusion over room bookings. Rebecca will investigate. The poster contest has been extended to January. A notice about this will be circulated.

c) **Contracts for Business Agent and Administrative Secretary**

See Union office for records.

d) **Representation on Retirement Committees**

Diana informed the Executive that as Richard Melanson has volunteered to sit on the University's Retirement Benefits Committee she will step down in order to permit a new person to participate in this area. Rebecca will inform the University of this change. There have been no nominations for the Pension Board. Pamela will advise the University of this.

PRESIDENT'S REPORT

a) **Speakers at Membership Meetings**

Ken Georgetti spoke to a small group last year. Shirley suggested that a female speaker might be invited. Joe suggested writing to Shirley Carr asking if she could address a General Membership meeting when she is next in B.C. Diana suggested that we ask for suggestions in the newsletter.

b) **Bylaws**

Are being typed. Rebecca will give to Joe's office on 4 November. A schedule has been developed for their production. Diana would like to change the printing format to a booklet form.

Problems With Office Cleaners

Pamela reported that the cleaning is not being performed satisfactorily. Rebecca will inform the company of the need for improvement, and supply a list of tasks which must be completed each time.

SECRETARY-TREASURER'S REPORT

a) Diana reported that Richard Melanson maintains a clipping file for the Communications Committee. For this purpose a subscription to the Vancouver Sun is subsidized by the Union. A subscription notice has been received.

MOVED Ellis SECONDED Bryant

"That approval be granted for a renewal of the subscription to the Vancouver Sun, and that thanks and appreciation be expressed to Richard Melanson from the Executive for his hard work in maintaining the clipping file."

CARRIED

b) The new version of AccPac has been received and will be installed on November 9

c) Financial statements will be completed next week

d) Diana is working on preparation of next year's budget

e) Wendy Chow has resigned. An ad will be run in the newsletter and also in the Vancouver Sun and Province to

MOVED Ellis SECONDED Pound

"That approval be granted to run an ad. in the Sun and the Province for two days this weekend to recruit part-time permanent office staff."

CARRIED

f) Diana has designed a "proof of illness" form to be used in the office. In addition, a form will be drafted to permit request of vacations to be presented to the Executive.

g) Vacation Schedule

MOVED Irvine SECONDED Ellis

"That Rebecca's vacation be approved as follows:

22 and 23 December, 1988, and 5 - 30 June 1989 inclusive.

CARRIED**COMMITTEE REPORTS**

a) **Grievance**

Shirley reported that a number of members have volunteered to attend steward training. Pamela has booked training sessions for November. CUPE is attempting to book a trainer, but Joe pointed out that this is short notice, and coincides with an election campaign. Various possibilities for finding training personnel were discussed. Joe stated that he could be available for training after the first week of November.

Shirley briefed the meeting on some current grievances. One relates to Technological Change. A member was "reassigned" to another position for which she had no training. In another case, the University has made unauthorized deductions from an employee's paycheque after her sick leave and vacation expired. Another case revolves around reduction of hours. The individual situation has been rectified, but the larger issue, i.e. the right of the University to reduce hours, has still to be addressed. Discussion of other current issues followed.

MOVED Irvine SECONDED Pound

"That the Grievance Committee report be accepted"

CARRIED

b) **Health & Safety**

Pamela provided a report in the absence of the Chair. New language has been supplied on VDTs. Pat Fornelli will speak to this issue at the upcoming Membership meeting. The committee will start accumulating information for the membership regarding conditions in their areas. The committee will be playing a more active role in future. Pamela further informed the Executive that she will write to Libby Nason regarding questionable departmental Health & Safety minutes. Estelle will supply the Terms of Reference used by the University. The committee will report at the next meeting.

The University has invited participation of four union representatives in the upcoming WHMIS training session. Pamela will announce this at the Membership meeting, and also contact the Health & Safety committee for participants.

MOVED Lundrigan SECONDED Bryant

"That the report of the Health & Safety Committee be accepted"

CARRIED

c) Contract

Pamela reported that language on various issues is ready for presentation to the Membership. See Union office for complete records.

MOVED Lundrigan SECONDED Bryant

"That the Contract Committee Report be accepted"

CARRIED

d) Job Evaluation

Zlata Pound reported that the Committee met with Personnel Services on 14 October. In attendance were: Libby Nason; Susan Claybo; Arne Johansson and Jill Tolliday. The department's backlog was discussed. There has been a huge increase in the number of applications for reclassification this year. Every effort is being made to meet deadlines, and some headway is being made.

e) Education

Diana reported that the committee has a new member; Gayle Mavor.

f) Communication

The deadline for the newsletter is tomorrow (27 October). There is a new member on the committee; Gayle Mavor.

MEMBERSHIP MEETING

The agenda for the November 17 Membership meeting has been approved. Rebecca will have it printed for inclusion in the newsletter.

OTHER BUSINESS

a) Reception for Rod Haynes

There will be a reception for Rod on Friday, 4 November, 1988 from 12:00 - 5:30 p.m.. This will be announced at the Membership meeting.

MOVED Pound SECONDED Bryant

"That Diana be approved to purchase refreshments for the reception for Rod"

CARRIED

b) Correction of Salary for Business Agent

The motion passed at the October 12, 1988 meeting stated that the salary for the Business Agent would be \$35,000 to \$40,000 annually. This will be clarified at the membership meeting (November 17).

c) Hiring Committee

Pamela reported that a short list of 6 has been established. Interviews are almost complete. Pamela is currently completing reference checks. It will be at least 2 weeks before a recommendation can be finalized.

d) Quotes for Equipment

Pamela has obtained quotes on laser printers. Diana is attempting to have a photocopier installed on a trial basis. Diana is also researching alternate telephone equipment, and will report on this at the next Executive Committee meeting.

e) Business Cards

Business cards will be redrafted when the new Business Agent starts. Some will be generic, some will carry names of executive positions.

f) Payroll

Pamela reported that a notice will go into the newsletter relating to the situation in Payroll

The meeting adjourned at 6:45 p.m.

**EXECUTIVE COMMITTEE MEETING
9 NOVEMBER, 1988
5:00 p.m.**

MINUTES

PRESENT: Pam Lundrigan, Chair; Susan Claybo; Diana Ellis, Pat Fornelli, Shirley Irvine; Joe Denofreo.

ADOPTION OF AGENDA

MOVED Ellis SECONDED Fornelli

"That item #3 b) be moved to #2"

CARRIED

HIRING COMMITTEE REPORT

Marion Gordon reported on the work of the committee struck for the purpose of hiring a new business agent. Six committee members have been working on developing hiring criteria, and questions to be posed to both applicants and references in meeting those criteria. After completing all interviews, the committee met again to evaluate applicants on the basis of those criteria. The committee voted on the basis of eliminating in each round the candidate with the fewest votes. Marion then circulated the resume of the candidate chosen, Rosanne Hood. See Union office for complete records.

ADOPTION OF MINUTES OF 26 OCTOBER, 1988

Tabled.

BUSINESS ARISING

a) Contracts for Business Agent and Admin. Sec.

Business Agent's contract: tabled. See Union office for complete records.

b) Speakers at Membership Meetings

It was suggested that guest speakers be invited to address General Membership Meetings. Diana suggested that a request for suggestions be published in the newsletter. Pamela felt that it would be a good idea to have a speaker at the January meeting. Joe will talk to Bernice Kirk of CUPE regarding speakers.

c) Bylaws

Pamela reported that Suzan Zagar will study the proposed new bylaws. Suzan will be reporting back to the Executive before they get distributed to the membership.

d) Poster Contest

Discussion revolved around prizes to be offered.

MOVED Ellis SECONDED Fornelli

"That a specified amount be allotted for prizes for the poster contest"

CARRIED

PRESIDENT'S REPORT

Telereg

A meeting was held with UBC on November 2, at which a promised report on Telereg was requested. Again, the report was incomplete. The meeting was completely unsatisfactory for the Union.

Orientation

We have still not been able to find anyone to do orientations on a regular basis. In the meantime, Pamela is handling this responsibility.

CUPE Area Councils

Pamela would like to attend the next 3 or 4 meetings to find out what's going on in the Labour Movement in the Lower Mainland.

SECRETARY-TREASURER'S REPORT

Diana distributed the Financial Statement for September.

Pamela requested a breakdown of the total financial status of the Local. Diana elaborated on the Financial Statement.

Diana stated that the booking-off procedure is under review. She will meet Cathy Nelson and Libby Nason to discuss the method to be employed. Shirley stated that she does not anticipate any more problems arising from booking off grievance committee members.

Pamela emphasized that it is crucial that booking off of committee members continue. Without active participation from committees the democratic structure falls apart, as there can not be adequate representation without such participation. Committees need people from a variety of departments. At least 15 new stewards have been recruited, and the more members on the Grievance Committee the better. The same applies to the Contract Committee. Earlier difficulties with the booking-off process arose partly from the fluctuating constitution of the Grievance Committee. This has now stabilized, and forms are being completed properly. Further discussion ensued.

MOVED Irvine SECONDED McMurchy

"That the Grievance Committee continue to be booked off on an indefinite basis."

CARRIED

Diana reported that Xerox has supplied a quote on a service contract for office computer equipment. Not every equipment item needs to be covered by such a contract. Some work has already been carried out. There will be no charge for labour if a service contract is bought. We need a service contract on the old PC and both printers. This is not covered in the budget, but the expense can be met under "Office Expenses". Leased equipment is under contract.

Diana distributed information on the 3rd National Women's Conference (CUPE) to be held in Calgary. There are funds available in the Education budget to cover some sponsorship. The cost to the Local would be approximately \$900 per person. At least two people must be sponsored in order to obtain maximum discounts. This will be discussed further at the next meeting.

MOVED Claybo SECONDED Ellis

"That approval be given for two members to attend the 3rd National Women's Conference (CUPE), subject to membership approval."

CARRIED

COMMITTEE REPORTS

i. Grievance

Shirley reported that the committee is working on developing a policy to deal with conflicts arising between members when one supervises another. Various possibilities are being considered, and the committee will report to the Executive shortly.

A meeting has been held with a group of members who are concerned that some of their job duties are being removed. These members wish to grieve. Reclassification is also involved. Another situation involves reassignment.

ward training is underway, and is being conducted by Geraldine McGuire, the CUPE Education Co-ordinator. Pamela attended the first session, and reported that it was excellent. All participants are committed to following through with the course. She suggested that as training takes place over the dinner hour, it would be a good idea to order pizza for participants. Ways were discussed in which appreciation for stewards could be expressed. There was general approval for the idea of holding a party.

MOVED Irvine SECONDED McMurchy

"That the report of the Grievance Committee be accepted."

CARRIED

ii. Health & Safety

Pat Fornelli reported that the WHMIS "Train the Trainer" session was attended by herself and Debra Doble. In summary: by 31 January everyone on campus must know this legislation. The University is responsible to the Workers' Compensation Board for ensuring that this training takes place, with stiff fines being applicable if this is not completed. Suppliers of hazardous materials must supply a data sheet. All containers must be labelled. All training, labels and data sheets are to be complete by January 31, 1989. This is required by Federal legislation. One person in each department is to train the others.

Pat was asked to write an article for the newsletter on this matter, and to address the next general membership meeting.

MOVED Fornelli SECONDED Claybo

"That the report of the Health & Safety Committee be accepted."

CARRIED

iii. Contract

Pamela reported that the contract proposals have been returned from CUPE. They will be proof read for accuracy. Joe has sent a letter of notice to the Employer stating that the Union is ready to begin negotiation. Once proposals are approved, copies will be made for the two negotiating committees. Joe stated that he has also requested that the University submit their contract proposals.

Pamela said that no more contract submissions will be considered for this round of negotiations, but that research is ongoing, and a file can be opened for submissions for the next round of bargaining.

MOVED Lundrigan SECONDED Fornelli

"That the Contract Committee report be accepted."

CARRIED

iv. Job Evaluation

Susan stated that Zlata would like an organization chart for the Library. Can this be requested from Library management? Pamela felt that this was something that could be requested from members in the Library.

v. Education

Diana reported that application has been made for a grant to send a member to the CLC Harrison Winter School for one week. The cost is approximately \$1,000 per person (including lost wages). CUPE also offers two 1-week courses in May, with similar course content to that of Harrison. Diana will obtain information on what is offered at both courses, and what is available at only one, and report back to the Executive.

MOVED Ellis SECONDED Lundrigan

"That the report of the Education Committee be accepted"

CARRIED

vi. Communications

Diana reported that the cut-off date for submissions for the next newsletter is 30 November. Dan Kravinchuk will be the spokesperson for the committee at the next meeting. See union office for complete records.

MOVED Ellis SECONDED Lundrigan

"That the report of the Communications Committee be accepted."

CARRIED

MEMBERSHIP MEETING

Pamela reported that the agenda for the January meeting will be included in the upcoming newsletter. Diana raised the

question of Christmas donations. It was felt that a committee could be established to make up packages for needy families. Diana will bring up this item under the Secretary-Treasurer's Report at the next meeting. Diana felt that the Executive should be prepared to discuss the minutes of the Executive meeting of 13 October at the General Membership meeting of 17 November.

OTHER BUSINESS

Diana stated that arrangements have been made for a Christmas party for all Union committee members and staff to be held on December 10 at P.J. Burgers. Partners will be invited, but will pay for their own meals. Members will buy their own alcoholic drinks. Response will be solicited from committees.

The meeting adjourned at 7:00 p.m.
(MOVED Fornelli, SECONDED Ellis)

REMINDER FROM HEALTH AND SAFETY COMMITTEE

Very few of the DABS (Department/Area/Building) Safety Committee questionnaires in the last newsletter have been returned so far. We would appreciate receiving a response from everyone.

EGG NOG AND SHORTBREAD

The Union office would like to invite all members to drop by the office on Friday, 23 December, from noon on, to partake of eggnog and shortbread.

Come on by so we can wish you a *MERRY CHRISTMAS!*

UNITED WAY CAMPAIGN UPDATE

As this years United Way appeal draws to a close, I am please to annouce that UBC has reached this years financial goal and has been able to increase campus wide participation by over 5%. On behalf of the UBC United Way Advisory Committee, I would like to thank all CUE members who helped make this possible. Your help is what the United Way is all about. **People helping people.**

EMERGENCY!!

Remember the bomb scare of October 19th? Well, the following gives you some idea as to how smoothly everything runs here at UBC, how well everyone knows their jobs, and how well trained we are in emergencies.

"At 8:55 a.m. the receptionist announced to the front office that she had just received a bomb threat from a man who said that he wanted \$50,000 in fifteen minutes or he would blow up the building. The receptionist indicated that the caller was going to call back shortly.

We in the front office were not quite sure what the procedures were so we got the number for Traffic and Security (4721) and I proceeded to phone them for instructions. When the man answered I identified myself and where I worked and that we had just received a bomb scare and were unsure of the procedures. The gentleman on the telephone said that he wasn't quite sure what to do either then said that he found something written down and proceeded to go through this over the telephone. The man at Traffic and Security asked if I would like to come over to his office and pick this form up. Under the circumstances I said no but would he read it over the telephone. I told him that the man was going to call back that I needed to phone the RCMP and suggested we end the conversation.

I then dialed the number for the RCMP at which time another member took over the telephone. Another member and myself then headed to the Registrar's Office to find the Chairperson of the Safety Committee and brought her back to our office.

At which time another member pulled the fire alarm and we all vacated the building."



Where you see the phrase "See Union office for complete records", the minutes have been edited for confidentiality and security reasons. Our intention is not to withhold information from the membership, however, so if you would like to see the complete report, please come by the Union office and we will give you the information.

**GENERAL MEMBERSHIP MEETING
27 OCTOBER, 1988**

**12:30 P.M.
I.R.C. #6**

MINUTES

The Chair called the meeting to order at 12:40.p.m.

ROLL CALL OF OFFICERS

- Pamela Lundrigan, Chair, President
- Shirley Irvine, 1st Vice-Pres., Chair, Griev. Ctte
- Susan Claybo, Chair, Job Evaluation Committee
- Lee Bryant, Sergeant-at-Arms
- Rod Haynes, Business Agent
- Joe Denofreo, CUPE Representative
- Rebecca Davey, Administrative Secretary

PRESIDENT'S REPORT

Payroll

The President drew to the membership's attention the situation in Payroll. A petition is available at the door, and members are asked to sign to indicate their support of CUE members in Payroll. Shirley Irvine advised the membership that a grievance has been filed, and that members whose pay is not correct within nine days should file a complaint with the Employment Standards Branch.

Rod Haynes' Goodbye Party

He will be leaving on Friday, 4 November, 1988. Members are invited to drop in to the Union office between 12:00 noon and 5:30 p.m. to say goodbye to Rod. Snacks and wine will be served.

Outstanding Contract Issues

Due to the sensitive nature of contract negotiations, the minutes of this part of the meeting will not be published. Members wishing further details may contact the Union office.

The meeting adjourned at 2:00 p.m.

**GENERAL MEMBERSHIP MEETING
17 NOVEMBER, 1988**

**12:30 - 1:30
I.R.C. #1**

MINUTES

The Chair called the meeting to order at 12:40 p.m.

ROLL CALL OF OFFICERS

- Pamela Lundrigan, Chair, President
- Shirley Irvine, 1st Vice-Pres., Chair, Griev. Ctte.
- Diana Ellis, Secretary-Treasurer
- Pat Fornelli, Health & Safety Ctte.
- Susan Claybo, Chair, Job Evaluation Ctte.
- Lee Bryant, Sergeant-At-Arms
- Patsi McMurchy, Sergeant-At-Arms
- Joe Denofreo, CUPE Representative
- Rebecca Davey, Administrative Secretary

ADOPTION OF AGENDA

The Chair expressed the concerns of some members about important issues being discussed at one-hour meetings. She advised that she called Adrien Kiernan, former President, and was told that if the issues and motions went out with the proper notice, there should be no objection. Adrien also said she was not familiar with any policy of the Union where important business could not be discussed at one-hour meetings. She invited members' comments about this concern. There was a

consensus that important business should be dealt with expeditiously, at a one-hour meeting if necessary.

MOVED Zagar SECONDED Lundy
"That the agenda be amended, placing Item 5 b), Hiring Committee Report, immediately following Item #2."

CARRIED

Hiring Committee Report

Marion Gordon reported as follows:

The Committee, comprised of 6 elected Union members, met initially to review the present job description for the Business Agent, and from that established the criteria for evaluating applicants. The committee reviewed approximately 40 resumes, which were short-listed to 6 candidates. After the interviews were complete a list of questions on each candidate was compiled to be asked of each reference. Pamela Lundrigan contacted all references listed and brought the replies back to the committee. The candidate who stood out above the rest was **Rosanne Hood.**

Rosanne has 14 years Union experience starting as a shop steward and progressing through the ranks of the BCGEU to her present position as a negotiator for the Professional Institute of the Public Service of Canada. She has been a member of the Human Rights Committee of the B.C. Federation of Labour for 4 years, and an executive member of the New Westminster and District Labour Council for 4 years. She meets all the criteria established by the committee; she shares the philosophies and beliefs of this union; she comes highly recommended by her references; and is available to us on the terms approved by the membership. Consequently, the Hiring Committee recommends her to the membership as their next Business Agent.

MOVED Zagar SECONDED Ellis

"To accept the Hiring Committee's recommendation to hire Rosanne Hood as Business Agent"

CARRIED

Contract for Business Agent

CUPE does not have a standard contract. The Executive has drafted one. Pamela read it to the meeting. Rosanne Hood is in agreement with the terms. The Executive will also seek two legal opinions on the contract: one from CUPE's legal department, and one from an independent source.

MOVED Gordon SECONDED Stewart

"That the contract be approved in principle and in intent, conditional on legal opinion."

CARRIED

Executive Meeting of 13 October, 1988

See Union office for records.

Contract

The Chair informed the meeting that notice has been given to the University that the Union is ready to commence negotiation of a new contract.

Door Prize Draw

There was a draw for two door prizes, A double guest movie pass and a copy of "Liqueurs for Desert" a cookbook written by CUE member Sandra Wong.

The meeting adjourned at 1:25 p.m.



GENERAL MEMBERSHIP MEETING
19 JANUARY, 1989
IRC #6
12:30 - 2:30 P.M.

A G E N D A

1. ROLL CALL OF OFFICERS
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES OF 7 OCTOBER; 17 NOVEMBER, 1988
4. BUSINESS ARISING FROM THE MINUTES
 - a) Nominations for:
2nd Vice-President
Recording Secretary
Trustees (3)
 - b) Oath of Office
5. PRESIDENT'S REPORT
 - a) Introduction of Business Agent
 - b) Bylaws
 - c) Meeting dates
6. SECRETARY/TREASURER'S REPORT
 - a) Budget Approval
 - b) Notice of Motion: M/S/C by the Executive

"That the \$5.00 per member Strike Fund assessment made in August, 1988 be transferred to General Revenues"
7. COMMITTEE REPORTS
 - i. Grievance
 - ii. Health & Safety
 - iii. Job Evaluation
 - iv. Education
 - v. Communications
 - vi. Contract
8. OTHER BUSINESS

MEMBERSHIP CARDS REQUIRED

Member\10.ag