



Canadian  
University  
Employees

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

224-2308

# MEMBERSHIP MEETING

THURSDAY

DECEMBER 12, 1985

IRC2

12:30-2:30

## AGENDA

1. Adoption of the agenda
2. Adoption of the minutes
3. Business arising from the minutes
4. By-law amendments
5. Nominations  
All Executive positions opening  
Grievance Committee
6. Union office report - financial information  
to be available at the meeting
7. Contract Committee report
8. Grievance Committee report
9. Ritchie & Associates/Work to Rule
10. Other business....time permitting

PLEASE READ PROPOSED BYLAW AMMENDMENTS ON BACK OF THIS NOTICE

Notice of Motion

At a General Membership Meeting on July 4, 1985, the membership adopted amended bylaws. At that time it was decided that the bylaws would have to be further revised to compensate for the absence of an appeal procedure under the section on discipline. Discipline used to be appealed to the AUCE Provincial Convention, but now there is no higher body than our own General Membership Meeting. If and when we become a Cupe Local, there will be an appeal procedure. In the meantime, the following procedures will provide for a two-step discipline process, the first step being the Ombuds Committee, and the second setup being the General Membership Meeting.

Moved and seconded by the Executive that the CUE bylaws be revised as follows (underlined sections indicate changes):

Section G.13 a) The member preferring the complaint shall outline the complaint, as per Sec. O.2.a, in writing to the Executive, with a copy to the accused. The Executive will refer the complaint immediately to the Ombuds Committee. The Ombuds Committee will relate the provisions of the By-laws regarding discipline to the accused.

Sec. O.2 b) The written charge shall be delivered to the Executive. The Executive will refer the matter immediately to the Ombuds Committee, which will take action as per Sec. G.13.

c) If the Executive determines, after a presentation by the Ombuds Committee, as per Sec. G.13.d, that formal charges are to be laid, it shall immediately forward one (1) copy of the charge to the below-mentioned Committee of Inquiry (or arrange the immediate election of same), and hand-deliver a second copy of the charge to the accused, along with a copy of the sections of the Union Constitution and these By-laws dealing with discipline, and a notification as to the accused's right to counsel.

The CUE Executive has decided to reduce the office staff by one full-time executive officer. The election to be held in January will include the Union Organizer and the Union Coordinator positions, but the position of Secretary Treasurer will be deleted and replaced by a Treasurer, which will not be a full-time position. Some of the work formerly done by the Secretary-Treasurer will be done by an accountant, and the daily book-keeping, and minutes taking will be done by the full-time clerical worker in the office. The Treasurer will take on responsibility for the Union's finances, and for presenting financial statements to the membership. The following Bylaw and Constitutional amendments will accommodate these changes:

Moved and seconded by the Executive that the CUE Bylaws and Constitution be revised as follows:

Section E. (Bylaws) Delete Secretary-Treasurer and replace with Treasurer.

Section G.3 (Bylaws) Delete the paragraph entitled Secretary-Treasurer and replace with the following:

Treasurer.

The Treasurer shall be responsible for administration of Union financial policy, as directed by the Executive and the Membership, and for the financial management of Union funds. The Treasurer will liase with the accountants and auditors, and ensure that bylaws and policy are not contravened. The Treasurer shall act in a research/advisory capacity in any decision regarding financial matters of the Union. She/he will present financial statements to each Membership Meeting, and each year shall submit the Local Union's books, and all related papers to an auditor approved by the Local Union Executive. An annual audited financial report shall be presented to a General Membership Meeting of the Local Union before June 1 of each year. The Treasurer shall oversee paying of Union office expenses and payroll, and oversee equipment leases and purchases.

Section 5 (Constitution) Delete Secretary-Treasurer and replace with Treasurer.

In the near future, the Executive will undertake to revise the bylaw description of duties for each Executive position and committee. The reason for doing this is to provide Executive members, and potential Executive members, with a clearer picture of their duties and responsibilities, and to accommodate changes that may have occurred in Executive practice over the past several years. With this in mind, the Executive are also moving the following Bylaw changes:

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Section F.2, paragraph one, add at end of paragraph: Where only one nomination is received for any position, the candidates name shall go to a yes/no ballot.

Section F.2, paragraph three: Union members wishing to run for any elected position should have a demonstrated ability to perform the duties of the office, and must submit a statement containing their qualifications and background. This statement will appear with the election ballot.



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JEC

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Pres. - Kitty

V.P. - Phil

Treas. - June

Rec. Sec. -

Trustees - Maureen, Richard, Mary Vorvis

Grievance - Susan Zagon, Florence Halama

Communications - Alex Whittam, Eliz. Zook

Contract - June

Union Rep. - Ted + prob

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*Carried*

*Carried*

*Defeated* ①  
*amended*



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**NOTICE OF MOTION:** These motions will be voted on at the  
NEXT GENERAL MEMBERSHIP MEETING.

December 12, 1985

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

Membership Meeting  
December 12, 1985

Minutes

Chair: Kitty Byrne

Secretary: Patricia House

Moved by Richard Melanson  
TO SEAT JACK HUGHSMAN AND DONALD GUTSTEIN  
The motion was CARRIED.

Seconded by Doreen Hudak

1. Adoption of the Agenda

Moved by Bev. Westbrook  
THAT THE AGENDA BE ADOPTED AS AMENDED.  
The motion was CARRIED.

Seconded by Chuck Erickson

The amendments were:

Item 3B Ritchie and Associates  
Item 9 Job Evaluation Committee Report

2. Adoption of the Minutes and 3. Business Arising from the Minutes

were both tabled.

3. b) Ritchie and Associates Work to Rule

Ted Byrne reported that the silence from the University administration continues. There was no mention of Ritchie and Associates in the Personnel Services bulletin that went out recently. The final report has been completed but is still being argued about in Purchasing. The final report in Financial Services was supposed to be done by December 3, but the Union has not received any information as yet. There is no sign of any public report to be presented in Financial Services. Five people have quit in Financial Services and everyone else is trying to find other jobs. The agency temps. that have been hired have started to evidence the stress related diseases as well. In the Library Processing Centre there is universal resentment of Ritchie's presence. The Librarians' Association is fighting about this. The librarians are particularly resentful as they feel they are training Ritchie and Associates in library work so that they can go across the country selling their services as library experts.

The CUPE National office has hired Donald Gutstein to do thorough research and to prepare a report which will be made public through a press conference.

Jack Hughsman, the UVic. CUPE National representative then took over the floor to speak about the problem at UVic. He represents Local 917 and Local 951 of CUPE, our sister locals. He brought us greetings from them and talked about the common problem we are having with Ritchie and Associates. He read a letter he sent to President Petch at UVic. and reported on Petch's response. The locals in Victoria have mounted a press campaign.



They have had buttons, leaflets and the student newspaper has done some advertising for them. They have the press support and the support of the students in Victoria. The administration won't let them near the Board of Governors; won't give them any information; won't give costs, or where the money is coming from. He felt we have to work together on this problem and advise the public of what is going on particularly about how public funds are being spent. He then answered questions from the floor. He was asked were people at UVic having to fill in the activity report forms? He said yes. They are having the same problems with the accuracy of the forms as we are.

4. By-law amendments

Ted Byrne explained that there had been direction from the Membership to the Executive to devise an appeal procedure for our By-laws and bring that back to the Membership for consideration.

One of the members from Shaughnessy Hospital pointed out that the notices didn't reach the hospitals in time for them to have the full period of notice required under our By-laws.

The meeting was asked whether they wanted to vote on these By-law amendments, or not, since not every member got notice in seven days. The meeting decided yes they wanted to deal with the amendments now.

The amendments were put on the floor for discussion. Section G13(a) and Section 0.2(b) and (c) were moved and seconded by the Executive. The motion was CARRIED.

Section 5 of the Constitution, Section E of the By-laws and Section G of the By-laws were moved and seconded by the Executive. The motions were CARRIED.

See attached sheet for the exact wording of the By-law amendments.

The Executive wishes to withdraw the notice of motion for Section F2 paragraph 1 of the By-laws as circulated in the notice of motion. The meeting was asked for unanimous consent to withdraw the motion. However, consent was not unanimous.

Section F2 paragraph 1 was put on the floor for discussion. The Executive re-considered their notice of motion in light of new information. Upon advice from our CUPE representative it seems that this By-law amendment would run contradictory to the CUPE National Constitution and the Executive felt we should not make any changes at this point until we wait and see whether we become a charter CUPE local or not.

After considerable discussion the motion was DEFEATED.

Section F2 paragraph 3 was put on the floor for discussion. There was considerable discussion of this amendment.

Moved by Ted Byrne

Seconded by Glynis Tidy

TO AMEND THE MOTION TO READ SECTION F2 PARAGRAPH 3 - UNION MEMBERS WISHING TO RUN FOR ANY OFFICE MUST SUBMIT A STATEMENT WHICH WILL APPEAR WITH THE ELECTION BALLOT.

The motion was CARRIED as amended.

Kitty Byrne pointed out to the Membership the notice of motion sheet that was handed out at the meeting. These motions will be voted on in January. She reported that the Executive has been working very hard on restructuring the Union office. We are looking at and researching salary levels and the question of hiring versus electing for our staff. Kitty asked for feedback from the Membership and said you should send your thoughts, or comments to the Union office, or to an Executive member. She explained why the Executive has been considering these various possibilities. She also pointed out to members that they should understand before the elections for the Union office jobs closed that there was a possibility that the salaries could be changed. The Executive will be bringing recommendations regarding the salaries and the staffing levels to future membership meetings for discussion. The Executive is proposing that there be a hired secretarial position in the office. Kitty reported on the hiring procedure the Executive envisioned should the membership approve this motion.

5. Nominations

Nominations were opened for the Union Organizer and Union Coordinator positions. These two positions are the ones that the Executive is proposing become Union representative positions under the By-laws. Ted Byrne and Patricia House were nominated for these positions. Nominations were opened for all other Executive positions. For President Philip Hall and Kitty Byrne were nominated. For Vice-president Philip Hall was nominated. For Treasurer June Janson was nominated. For the three Trustees positions Maureen Barfoot, Leslie Field, Edmund Kam, Richard Melanson were nominated. For the Grievance Committee Suzan Zagar and Florence Halama were nominated and agreed to stand. For the Communication Committee Ann Hutchison, Senoid Christopherson, Avron Hoffman, Elizabeth Zook and Alec Whittam were all nominated and all agreed to stand. For the Contract Committee Philip Hall, June Janson and Andrea Burbidge were all nominated. Philip and Andrea agreed to stand. Nominations were also opened for the Ombuds Committee and will remain open until the next meeting.

6. Union Office Report

- a) Patricia House answered questions on the financial statements that were circulated at the meeting. She reported that roughly a \$1,000 had been spent on the work to rule campaign. We expect to be subsidized to at least 50% by CUPE National on our expenses related to Ritchie and Associates and the work to rule campaign.
- b) There has been a proposal that an infant daycare be created on Campus. The graduate students have offered space in the Graduate Student Centre and have asked for our assistance in getting such a proposal off the ground. If any of the CUE members are interested in volunteering time, or being of any help to them please contact the Union office.
- c) Patricia further reported that the computer implementations in the Union office were well underway and thanks to Daryl Zacharko for his help and long hours in getting this off the ground for us.

- d) We have had considerable help from CUPE National regarding negotiations, grievances, legal advice and research. They have also been doing quite a bit of printing and helping us with PR. They have also given us advice regarding the implementation of our computer system in our office. We sent representatives to the CUPE National Convention as well as to the Metro Council meeting.
- e) We received on the recommendation of CUPE National a scholarship to Harrison winter school that is put on by the CLC every year.
- f) There will be a steward seminar on Campus February 7 and 8. It is open to anyone in our membership and if you are interested you should contact the Union office.

7. Contract Committee Report

- a) Philip Hall reported that the Contract Committee had met once with the University in the last month. The University has said they are going to make a wage proposal in January. They further are concerned about the pay structure and the increments. However, they have told us that there is only 2% available to address all these problems. The University says according to their research the bottom end of our salary scale is in line with market value, but the top end of the salary scale could be up to 15% behind market value.
- b) CUPE National has been doing research for us regarding salary structure. Joe Denofreo and Ted Byrne have worked with the Research Department to prepare a study of our pay structure.
- c) The Union is asking the University for no layoffs for the duration of the contract. The University wants a three year contract. Ted Byrne asked the membership for feedback. You could forward your comment to the Union office.

The membership was reminded to forward the Ritchie and Associates related petitions to the Union office.

Patricia House was congratulated upon her election to the Pension Board. The balance of the agenda was tabled.

The meeting was adjourned.

December / 85  
Membership

# Secretary - Treasurer's report

- + answer any financial questions
- + report \$1000 spent on Work to Rule, subsidized by CUPE National  
Ritchie + Assoc.
- + Day Care proposal  
ask for help
- + computer implementation, office restructuring, volunteers(?)
- + help from CUPE - negotiations, grievances, legal advice,  
research  
printing, P.R.
- + attended the National Convention, Metro Council
- + scholarship to Harrison Winter School
- + Stewards seminar Feb 7+8

CUE DIVISION STRUCTURE  
Sorted by Department

November 5, 1985

B - Acadia	G - Creative Writing	C - Instructional Media Centre	F - Research Administration
D - Agricultural Sciences	D - Curriculum Lab	A - International Audit Control	F - Resources Office
E - Agricultural Economics	E - Data Library	F - International House	B - Restorative Dentistry
F - Analysis and Planning	A - Data Processing	G - International Relations	F - School of Architecture
B - Anatomy	G - Dean of Arts	G - Language Lab	H - School of Librarianship
B - Animal Care	B - Dean of Faculty of Medicine	G - Law Library	C - Science
B - Animal Resource Ecology	C - Dean's Office App. Science	G - Legal Clinic	E - Sedgewick Library
C - Animal Science	B - Dentistry	J - Library Processing Centre	G - Slavonic Studies
D - Anthropology and Sociology	G - Economics	G - Linguistics	F - Social Work
F - Applied and Civil Eng.	D - Education	D - Macmillan Library	D - Soil Science
F - Archaeology	C - Electrical Economics	H - Main Library	B - Sports Medicine Clinic
D - Arts I	C - Electrical Engineering	H - Map Library	B - St. Pauls's Hospital
G - Asian and Slavonic Research	F - Employee Relations	E - Mathematics	G - Student Counselling
B - Audiology and Speech	G - English	C - Mechanical Engineering	E - Student Services
A - Awards Office	F - Extra Sessional Studies	B - Medical Genetics	E - Systems Services
F - BC Studies	F - Faculty Club	B - Medical Microbiology	L - TRIUMF
G - Biochemistry	F - Faculty Records	D - Metallurgy	F - Thea Koerner
B - Biomedical Communications	G - Faculty of Arts	B - Microbiology	F - Theatre
D - Bioresource Engineering	G - Faculty of Law	D - Mineral Engineering	C - Transportation Centre
F - Botanical Gardens	K - Fac. Med., Child. Hospital	F - Museum of Anthropology	F - Transportation Studies
C - Botany	K - Fac. Med., Shaughnessy	F - Music	F - UBC Press
F - Canadian Literature	I - Fac. Med., St. Pauls	B - Neurological Sciences	F - V/P Academic Develop.
B - Cancer Research	A - Faculty of Medicine, VGH	K - New Children's Hospital	F - V/P Administration
J - Catalogue Records, LPC	A - Family Practice	B - New Grace Hospital	F - V/P Fac/Stud Affairs
E - Cecil Green Lectures	A - Financial Services, Payroll	B - Nursing	F - V/P University Dev.
G - Centre for Cont. Education	F - Fine Arts	C - Oceanography	F - V/P and Bursar
F - Ceremonies	H - Fine Arts Gallery	B - Oral Medicine	E - Westwater
C - Chemical Engineering	D - Food Science	B - Orthodontics	E - Wilson Recording Library
C - Chemistry	E - Food Services	F - Pacific Affairs	E - Women's Studies Office
G - Classics	D - Forestry	B - Pathology	J - Woodward Library
C - Commerce	G - French	B - Pharmaceutical Sciences	C - Zoology
F - Community & Reg. Planning	E - Geography	B - Pharmacology	
A - Community Health Centre	D - Geology	G - Philosophy	
G - Comparative Literature	D - Geophysics	A - Physical Education	
E - Computer Science	G - German	C - Physics	
E - Computing Centre	F - Grad Centre	B - Physiology	
B - Cont. Ed. in the He. Sci.	A - Graduate Studies	D - Plant Science	
B - Continuing Medical Ed.	D - Harvesting and Wood Science	G - Political Science	
B - Coordinator of Health Sci.	B - Health Care and Epid.	D - Poultry Science	
F - Copy and Duplicating	G - Hispanic & Italian Studies	F - President's Office	
G - Crane Library	G - History	B - Psychiatry	
	C - Home Economics	C - Psychology	
	E - Housing	F - Purchasing	
	B - Human Settlements	A - Registrar's Office	
	F - Information Services	B - Rehabilitation Medicine	
	C - Ins. of Asian & Slavic Res.	G - Religious Studies	