



association of university and college employees

EXECUTIVE MEETING UNION OFFICE

February 1, 1983
12:30-4:30 p.m.

AGENDA

1. Adoption of the agenda
2. Adoption of the minutes of the January 12, 1983 meeting
3. Business arising from the minutes
4. Business arising from the correspondence
5. Secretary-Treasurer's report
6. Union Co-Ordinator's report
7. Union Organizer's report
8. Executive report
9. Health & Safety Representative's report
10. Grievance Committee report
11. Contract Committee Report
12. Provincial report
13. Next Executive meeting -- February 22, 1983
14. Next membership meeting
16. Other business

EXECUTIVE MEETING
MINUTES

February 1, 1983

12:30-4:30 p.m.

PRESENT: Suzan Zagar, Nancy Wiggs, Wendy Osborne, Shirley Irvine,
Patricia House, Adrien Kiernan, Karen Shaw, Carole Cameron

Chair: Nancy Wiggs

Secretary: Patricia House

1. Adoption of the agenda

Moved by Suzan Zagar

Seconded by Adrien Kiernan

THAT THE AGENDA BE ADOPTED AS CIRCULATED.

The motion was CARRIED.

2. Adoption of the minutes of January 12, 1983

Moved by Adrien Kiernan

Seconded by Wendy Osborne

THAT THE MINUTES BE ADOPTED AS CIRCULATED.

The motion was CARRIED.

3. Business arising from the minutes

a) the letter was sent to the people in the library who wanted to donate their sick days

b) Dr. Jefferies has written and complied with our requests with regard to his VDT study

c) There was a brief discussion of the Copy & Duplicating members application to the LRB for withdrawal from AUCE. The final decision has not yet come from the LRB

d) An update was given on the new position in the hospital. The University has complied with our position that the person be paid at the first step of the classification. However, they maintain their stance that the job should not have been posted.

e) It was decided to have Adrien Kiernan as the third person who is authorized to approve overtime for the office staff in emergencies. This was necessary because Margie Wally is no longer on the Executive.

f) There was nothing to report on office technology or car expenses.

g) Nancy wrote to Janett Otto declining her proposal for employment.

h) Job Evaluation Committee billing from negotiations--Patricia read the letter from the University asking for us to reconsider our position. There was a general discussion.

Moved by Adrien Kiernan

Seconded by Patricia House

THAT THE EXECUTIVE AUTHORIZE PAYMENT OF THE JOB EVALUATION COMMITTEE BILL, AND THAT A LETTER BE SENT TO THE UNIVERSITY MAKING IT CLEAR THAT WE ARE DOING THIS WITHOUT PREJUDICE AND ASKING FOR A SOLUTION TO THIS PROBLEM FOR FUTURE SITUATIONS.

The motion was CARRIED.

4. Business arising from the correspondence

There was none.

5. Secretary-Treasurer's report

Patricia explained at length the difficulties of sorting out the billing from negotiations. She proposed several solutions for the Contract Committee for next time. She will put her suggestions in writing for their consideration. Patricia further reported on what book keeping was necessary before the new budget and the audit could be accomplished.

Moved by Patricia House

Seconded by Suzan Zagar

THAT PATRICIA HOUSE BE AUTHORIZED TO WORK 15 HOURS OF OVERTIME TO PREPARE THE BOOKS FOR THE AUDITOR, AND DO FINANCIAL ANALYSIS FOR THE NEW BUDGET.

The motion was CARRIED.

Motions to be considered

THAT CAROLE CAMERON BE PAID FOR THE OVERTIME (4 hrs.) SHE WORKED ON JANUARY 9, 1983 PREPARING FOR THE OTTO ARBITRATION.

This was the meeting with the lawyer and Janett on the Sunday before the hearing was scheduled.

THAT PATRICIA HOUSE BE AUTHORIZED TO WORK 15 HOURS OF OVERTIME TO PREPARE THE BOOKS FOR THE AUDITOR, AND DO FINANCIAL ANALYSIS FOR THE NEW BUDGET.

Proposed by-law amendment:

G.4. Membership Secretary

The membership Secretary shall be responsible for doing the twice weekly orientations of new members.

THAT THERE BE A TECHNOLOGICAL CHANGE COMMITTEE SET UP IN AUCE TO DEAL WITH THE IMPACT OF NEW TECHNOLOGY ON AUCE POSITIONS.

THAT AN EXPERT ON TECH.CHANGE ^{DE} INVITED TO SPEAK AT THE APRIL GENERAL MEMBERSHIP MEETING AND THAT AUCE PAY ALL RELATED EXPENSES.

THAT THE EXECUTIVE AUTHORIZE HIRING A CLERK II FROM THE RECALL LIST TO WORK ONE DAY A WEEK IN THE OFFICE. THIS TO BE REVIEWED IN FOUR WEEKS TIME. IF NO AUCE MEMBER IS AVAILABLE, THEN THE OFFICE STAFF MAY GO OUTSIDE TO HIRE SOMEONE.

We are convinced that one day a week is not enough however in order to get some better idea of what is needed we thought we should start with that and review it later. The person would be doing maintenance of membership files. There would not be time for them to do anything else if they are only working one day a week.