

# Minutes of the Executive Committee CUPE 2424

**Date:** January 22, 2013

**Present:**

President: Wiz Long	Zone 2: Nathaniel Jewitt
VP Internal: Pam Griffin-Hody	Zone 3: Erenia Oliver
VP External: Andrew Squires	Zone 4: Joanne Martin, alternate for Eva Lacelle
Treasurer: James Simpson	Zone 5: Lianne Dubreuil
Recording Secretary: Tracey Wright	Zone 6: Alexander MacLennan
Chair, Grievance Committee: Val Leon	Zone 7: Sarah Koch
Chair, Health and Safety: Kim Heuff	

**Others:**

**Regrets:**

Zone 1: Leslie MacDonald-Hicks  
Zone 8: Barbara Shannon

**Absent:**

## MOTIONS AND INFORMATION

## ACTION

### 1. Approval of the Agenda

(11) Motion to approve agenda as amended: J. Simpson/N. Jewitt

Add 6.4.2. AIL (J. Simpson)

CARRIED

### 2. Minutes of November 15, 2012 and January 7, 2013

(12) Motion to approve minutes of November 15, 2012: J. Simpson/S.Koch

Deferred.

(13) Motion to approve minutes of January 7, 2013: J. Simpson/S.Koch

CARRIED

### 3. Matters Arising

#### 3.1. Database for Grievances and Collective Agreement -update

Two databases need to be done at the same time, one for grievances and one for the collective agreement; they should be dynamic and interactive. This is a very large project. Much of the information to be transferred to the grievance database is hand-written. We need to decide the information that is important to record, and how to record it. CUPE 4600's part-time administrator, Leanne, has offered to build a database for us, and estimates it will take 10 hours to build the initial framework. Then there will be hours of consultation to modify the database for our needs. She will charge \$25/hour.

Z. Yuan will also need to work on the database, and will need training. There is online training available. Three options for proceeding with database development and training were presented:

- 1) Hire Leanne from CUPE 4600 to build both databases;
- 2) Hire Leanne to build the databases, and have Leanne and Zoe work together on the project;
- 3) Send Zoe for training and have her build the databases.

In all scenarios, Zoe will need to be trained. The first online course will cost \$2,800; there is a 35% if we buy two courses at once. Both courses will be needed. The salary for Leanne will come under the budget for RMACA. She will be able to share Zoe's computer while at Carleton.

(14) Motion to implement option two to develop databases for grievance and the collective agreement and to pay for database training for Zoe at a cost of \$2,800 for the first of two courses. A maximum of 100 hours at \$25/hour will be paid to develop the database: L. Dubreuil/P. Griffin-Hody

CARRIED

### **3.2. Guidelines for Redeployment Committee – deferred until JCAA**

JCAA meets Friday. This is the fourth time this issue has been on the agenda at JCAA. We also need the JE plan to be approved at this meeting. P. Griffin-Hody cannot attend; T. Wright to attend in her stead. No agenda yet. A series of workshops for new supervisors needs to be developed, and it needs to be mandatory. Colleen Boucher's workshop is for Admin/Management; it is not compulsory.

### **3.3. Revise Zones - update**

J. Simpson distributed copies of his initial attempt to revise the zones. The changes will be made, then Zone Officers will decide which zones to represent. This might be an issue with the membership, as they have elected representatives for their own zone as defined by the current building distribution. W. Long to ask the Elections Officer, Charles Singh, for input. Suggestions for changes will be input, and James will send to EB by email. This will be reconsidered when more Zone Officers are in attendance.

*W. Long to consult the Elections Officer re: changes to zones*

### **3.4. CUPE's Code of Conduct/Confidentiality Statement**

Deferred until more are in attendance.

### **3.4. National Bargaining Conference - update**

We have registered two people; no names were given. EB to let Wiz know if they are interested in attending a workshop or two. This will be held in Ottawa at the Convention Centre Feb 5-8. No voting will occur at this conference

*EB to let W. Long know if interested in attending sessions at the National Bargaining Conference*

#### 4. New Business

##### 4.1. “Taking Back the University” – February 1<sup>st</sup> Town Hall Event

2424 has been approached by 4600 to participate in a GSA/4600 protest against university governance practices; the idea is to have a kind of general assembly. They intend to challenge the lack of transparency and accountability by management and provide alternatives. W. Long has been asked to be on a panel to discuss our relationship with management. The timing is bad, considering our recent meetings with MOL. It was agreed we would not participate.

##### 4.2. Two-hour special meeting to review Pension Booklet

Martha Attridge-Bufton has worked with Kathy Remus of CUPE National to produce a pension booklet. It was decided to make this the focus of our next EB meeting, rather than scheduling a special two-hour meeting to review this.

*Next EB to focus on review of the pension Booklet*

##### 4.3. Orientation Session for New Members: dates and locations

We will hold two workshops for the people who missed the workshop since we stopped doing it (all those hired in 2004 and onward). All zones are welcome. These will be lunch-time sessions, from 12:00-1:00.

##### 4.4. Policies for approval

(15) Motion to approve changes to the policy on keys: J. Simpson/P. Griffin-Hody

CARRIED

(16) Motion to approve policy on guidelines for donations, as amended: L. Dubreuil/P. Griffin-Hody

Changes:

2.4(3) - move to 1, as this is a priority

2.3 - Delete. Decisions re: donations are made at EB.

CARRIED

(17) Motion to approve changes to the policy on internal appeals: J. Simpson/A. Squires

*Check constitution re: internal appeals*

DEFERRED – must check the constitution

(18) Motion to approve changes to the policy on staff and labour relations, as amended: P. Griffin-Hody/L. Dubreuil

Changes:

2.2(3) – delete “or general membership”

CARRIED

(19) Motion to approve changes to the policy on Zone Officers: P. Griffin-Hody/N. Jewitt

DEFERRED

(20) Motion to approve changes to the policy on university joint committees - DEFER

**5. Zone Officer Reports: none**

**6. Executive Board Reports**

**6.1. President: none**

**6.2. External VP:**

6.2.1. Leave Report for 2013 - deferred

**6.3. Internal VP:**

OUWCC's annual conference will be held in Toronto from Thursday-Sunday during the break week. We have two votes, but can send as many as we want. P. Griffin-Hody is the campus rep for OUWCC, and wants to go. She will be flying in from Halifax. There is a conference call tonight to discuss the new campaign. The conference will focus on coordinated bargaining and issues for 2013-14-15. L. Dubreuil and V. Leon expressed interest in attending.

(21) Motion to send three people to the OUWCC annual conference in Toronto, February 21-24: P. Griffin-Hody/S. Koch

CARRIED (2 opposed, 1 abstention)

(22) Motion to send Pam Griffin-Hody, Lianne Dubreuil and Valentina Leon to OUWCC: S. Koch/N. Jewitt

CARRIED

The COUSSA Conference will be held in Toronto February 8-10. Pam's hotel costs are covered by COUSSA because she is a member of the executive.

(23) Motion to cover travel costs for Pam Griffin-Hody to attend the COUSSA executive meeting in Toronto: P. Griffin-Hody/S. Koch

CARRIED

**6.4. Treasurer:**

6.4.1. Investment Portfolio? – deferred

6.4.2. A.I.L. – deferred

**6.5. Chair: Health and Safety: none**

**6.6. Chair: Grievance Committee: none**

**6.7. Other Committee Reports: none**

**7. Other Business: none**

**Adjournment**

Minutes respectfully submitted by Tracey Wright, February 4, 2013.

**Parking Lot:**

Merger meeting with other locals

Meeting with Director of Equity