Stewards Meeting Minutes
PSAC 610

February 4, 2020
Doors open at 5:30 for dinner
Meeting will begin at 6:00PM

Attendance

1 – Vangeest, Ari
11 – Copuroglu, Bursa
12 – Shewa, Wudneh
13 – Ferguson, Mackenzie
14 – Buguis, Francis
15 – Bahreini, Gholamreza
16 – Park, Claire
17 – Lo, Jason
18 – Fitkowski, Joseph
19 – Member of Women’s Committee
2 – Slemp, Katie
20 – Member of Women’s Committee
21 – Frederick, Mallory
22 – Ashrafi, Arash
23 – Ojiakor, Dika
25 – Mehrabi, Sadaf
26 – Allotey, Deborah
27 – Jaramek, Victoria
28 – Robinson, Wes
29 – Jhawar, Anil
3 – Mitri, Katelyn
4 – Ravikumar, Varun
5 – Matheson, Julian
6 – Vangeest, Jacob
7 – Member of Women’s Committee
8 – Wood, Allyson
9 – Ma, Xin Tong

John Eustace

Call to order: 6:11pm

2: Motion to approve agenda (18 seconder)

All in favour
3: Motion to approve the minutes (17 seconder)

All in favour

**Agenda**

1. Approve the Agenda
2. Approve Minutes from the Fall Stewards Meeting
3. Introduction of John Eustace, the chief negotiator
4. Motions
   1. Motion to re-name the women’s committee
   2. Motion to hire a bookkeeper
5. Reports
   a. President’s Report
   b. Finance Chair’s Report
   c. Admin Chair’s Report
   d. Post-Doc Chair’s Report
   e. Communications Chair’s Report
   f. Chief Stewards Reports
      i. Arts and Humanities
      ii. Social Science
      iii. Physical Science
      iv. Biological Science
      v. Post-Doc
6. Unfinished Business
7. New Business

**Speaking with John (Negotiator)**

John: I’ll be the negotiator for post-docs. I was a tenured professor at Acadia and made a movement into the labour movement. I have been the negotiator with academic sectors. We began with surveying post-docs with what they want to change in the CA. Talked with stewards to see what issues may be coming up in certain departments. From these surveys we came up with a mandate. We then sent another survey out to get feedback from the mandate. We than came up with language to give to the employer. We shared the proposal that came up with the feedback given. We are going back to the table tomorrow and Thursday to go through bargaining. Should get details (by Monday) about what happened in bargaining. That is how it will be going forward, you will be getting bargaining updates after we go to the bargaining table. That’s a little bit about the process and I’d be happy to answer any questions about bargaining in general and we’ll be going through the same process with TAs as well.

John Eustace Leaves
Motions

18: moves the motion (26 seconder)

Shannen and Emily:
Emily:
We are looking to the women’s committee moving again. We are looking to include not just women but gender minorities as well. We decided to go with gender equity because women still do face issues.

18: This is an update and a necessary one at that
26: The challenges that people might have, especially if they do not identify with the binary genders. We want a safe space to for people to come. The idea is to have a more inclusive environment going forward.

Motion to re-name the women’s committee

Whereas the name of the women’s committee insinuates a gender binary system and does not include other gender minorities such as trans masculine and non-binary individuals; and
Whereas the women’s committee aims to be inclusive to all groups who face gender-based oppression.

Be it resolved that the women’s committee change it’s name to the Gender Equity and Women’s Committee.

3: This is important because this is what PSAC national is moving towards and we also support safe space London which is one of the only transgender and non-binary supportive. This follows national PSAC with inclusivity.

15: Based on my understanding this is a good change. I am wondering why don’t we change the name to just gender equity. Shift the focus from just women to gender equity.

Shannen: The main reason we left women in the title is because the main goal of this committee is push women toward achieving in the community but we decided to include others for a safe space.

Emily: This is to pay homage that we haven’t solved all these issues with women yet.

3: Motion to Table for further consultation. (seconder 6)
to a forth coming stewards meeting.
15: If this motion doesn’t pass then we can make an amendment to change to just gender equity committee.

10: calls the question (5 seconder)
22-0
all in favour

Motion to table
11 – 12
Motion fails to table

Original Motion
22 – 0
All in favour
Motion passes

6: point of information curious if PSAC has guidelines about this.

3: PSAC isn’t specifically change names but it is more about being inclusive of all groups. There was discussion and debate about moving towards gender equity. Is it perfect, absolutely not. There are a lot of people within PSAC that are old-school and have an older view on the issue. It can become contentious at the regional level.

Motion to Hire a Bookkeeper

    Whereas PSAC 610 recently had the resignation of our part-time staff member; and
    Whereas PSAC 610 has recently been fined by CRA for not filing taxes on time and has been moved to a pay model for non-profits that have been put on notice; and
    Whereas it is important that PSAC 610 stay up to date on finances

    Be it resolved that PSAC 610 accept the job description as presented by the executive

6: Moves the motion (17 seconder)

6: My understanding is that we have a financial issue because we don’t have a professional handling the finances. We don’t want to lose more money due to these errors.

3: Point of information – why have we been fined by the CRA and haven’t filed things on time when we have a finance chair whose duty it is to take care of this?

1: The finance chair is absent but I will pass that question along.

28: Point of information: You said we have been fined, what is the order of the fine?
I had paid the fine in December and it was around $600. We also have about $5000 in the budget for a part-time staff.

How much is the part time person making?

22.50/hour for this position

The average pay rate for a book keeper in Canada is less than $20 an hour. So when we are giving $22.50

I am against the motion because I think there needs to be more research done.

What is the timeframe that this needs to get this done?

The honest answer is that I don’t know and I don’t know if this will get done.

Previous finance chairs have told me that it takes 7 hours to do the reconciliation.

Point of information that this position will be given 5 hours per week and this hired bookkeeper will have experience to performance

Is this a reoccurring problem? over multiple years

I haven’t been on the executive over multiple years so I can’t answer that. However this is a problem that occurred while

Point of information: if we motion to hire this position are we locked in with this person we hire?

motion to call the question (24)

Vote on the motion

Motion passes

Propose a motion of no confidence for the finance chair position (26 seconder)

every stewards meeting and union event I haven’t ever seen the finance chair. Then the proposed budget from the finance chair and this hasn’t changed from previous years. There have been several issues where staff hasn’t been paid, and they are not showing up, not giving any reports, not doing their job. The finance chair has refused to pay any cheques that were approved and

They are collecting dues and not doing there position.
26: I am the finance chair for the women’s committee and I have reached out to him 3 separate occasions for guidance and he has not getting back to me. I then needed to email the president and admin chair for this information and they are now covering this position which is not their job. He has not been at any meetings and not giving any reports.

15: I challenge the chair. Because I don’t think you can change the report (seconder 22)
15: motivate: I don’t have any idea, I don’t oppose the motion if it passes, but we already approved the agenda and if we wanted to make an amendment then this should have been done at the beginning of the meeting. This is what I think regardless of the content of the motion.
22: Any addition of revision of the agenda should be mentioned before hand.

6: Are there policy or any ramifications to changing the agenda after the agenda has been proposed.

1: I understood the agenda to be that this is the motions sections. At the end of the day this is a democratic process and that’s my understanding of how the Bourinot’s rules of order work.

3: There is no debate

1: I interpret the motions:

Vote on sustaining the chair:

22 – 1
Chair is sustained.

20: if we vote in favour of the motion, is that an automatic removal of the individual from the positions.

1: The position will still be there but the individual in the position would be removed.

28: Can this non-confidence be at a stewards meeting.

1: This can be at a general or specialty meeting but not an executive meeting.

3: This isn’t specified at stewards meeting but it could be a stewards meeting

1: The chair can interpret the bylaws.

5: The person who should be looking at the finances of the union doesn’t show up and it is ridiculous
3: If I am correct the past finance chair has not paid the stewards even from last year.

1: I have paid the stewards last week.

3: So the finance chair hadn’t even done their first duty of paying out stewards from the previous year.

11: If this person is removed would this person be in the transition month mentoring the new finance chair.

23: I want to know how long this person has been in this position? I ask if this person hasn’t been doing their position for a long time.

1: The finance chair has been in their position since April 2019. And they haven’t been to executive meetings since late September / early October.

5: I would like to call the question (seconder 8)

22 - 1

1: I’m going to tile the doors for this vote.

20 – 0 – 4
Notable abstain 1, 24, 15, 22

The motion passes.

**Bookkeeper Duties**

- Article 15 of the bylaws
  - Job descriptions shall be written by the Executive and approved at a Stewards’ Meeting before any individual shall be hired by the local. Job descriptions shall include, but are not limited to: job title, duration of employment, duties and compensation.

**Hours**

- The employee is a contract position for a fixed term and will start March 1, 2020 and will expire January 1, 2021.
- An average of 5 hours per week
  - Office is open Monday to Friday 8:45 am to 3:30 pm
  - All work shall occur during these hours.
• Office is closed when the university is closed
• Upon mutual agreement, Employee may take on additional hours for specific projects requested by the employer. Employee and employer will agree on how many extra hours are needed to complete projects.

Compensation
• The rate of pay will be $22.50 / hour.
• Overtime pay is 1 ½ times the employee’s regular rate of pay. Overtime is paid on a bi-weekly basis when the employee has worked more than 20 hours.
• On public holidays the employee will receive a public holiday pay. If the employee works on a public holiday, they are entitled to public holiday pay plus a premium pay for each hour worked.
• Paid Vacation – 1 hour of paid vacation will be granted for each month at the position.
  o Consists of 4% gross wages (excluding vacation pay) earned in the 12-month vacation entitlement year or stub period
  o Can be divided and taken at different time points.
  o Preferably be taken during periods that are slow (i.e. not during the end of the academic or physical year)
  o If additional time off is required, it will be non-paid
• Personal Emergency Leaves
  o Entitled up to 10 hours of personal emergency leave due to personal illness, injury or medical emergency; or death, illness, injury, medical emergency or urgent matter relating to, but not excluded to, family members, spouses, or dependents.
  o 2 out of the 10 hours will be paid.

Benefits
• The Local will reimburse the employee for bus tickets, or Western university parking (employee’s choice) while performing duties for the local

Relationship to the Executive Officers
• Follow the directions of the President and the Administrative Chair unless otherwise instructed to report to another executive officer.
• Keep open communications with the finance chair to update the yearly budget.
• Send work log sheets to the Administrative Chair once every two weeks for approval prior to printing the cheques.

Duties
• Be responsible for the finances of the local. This includes the following:
  o Conduct the financial affairs of the Local in accordance with the Generally Accepted Accounting Practices (GAAP) of the Canadian Institute of Chartered Accountants
  o Maintain the financial records of the Local, including proper receipt and disbursement tracking
Keep a continuous record of all dues payments and other assessments in both digital and hard copy format

Ensure the Local’s portion of dues and other assessments are paid to the Local

Ensure that all monies received are deposited at a financial institution approved by the Stewards on behalf of the membership

Ensure all bills authorized for payment by the membership or Executive are paid

Prepare a financial statement within fifteen (15) days if requested by the Executive

Prepare and present an updated budget to the Executive Committee at the conclusion of each term

Ensure the Local’s financial statements are audited in advance of the Annual General Meeting, prior to distribution at that meeting

Work with the executive to transfer signing authority over the Local’s bank account to new Executive officers when his/her term is complete

Be the primary contact person for CRA.

Reconcile accounts in a timely manner

Other Duties

Attend annual general meeting, general meetings, and stewards meetings only when instructed by the appropriate Executive Officer.

Assist the finance chair with financial matters as needed.

Contact the administrative chair or president if days off are needed.

Provide training upon request.

Confidentiality

The duties of Employee involve access to information that is important to the privacy of members.

The duties of employee involve access to information that may negatively impact the operations of employer should it be openly disclosed

As used throughout this agreement, the term confidential information means information not generally known to third parties and which is proprietary to employer including information about employers lobbying strategies ongoing grievances, plans for negotiation. Additionally, the term Confidential Information means that information about members of Employer that pertains to their particular working conditions or to their particular health care needs. All information of Employer that is disclosed to Employee or to which Employee obtains access, whether originated by Employee or by the discloser or others, shall be presumed to be Confidential Information.

It is understood that unauthorized disclosure or use, whether intentional or unintentional, of any of the Confidential Information would be detrimental to Employer. Accordingly, Employee agrees:
• Not to disclose to any third party the object and scope of the discussions between the parties, except as required by law or as may be necessary to enforce the terms thereof.
• Not to use any of the Confidential Information for any purpose other than for or in connection with the assigned duties of Employee;
• To maintain all of the confidential information in confidence and not to disclose any portion of the Confidential Information to any person or entity not authorized hereunder without the consent of Employer;
• That any dissemination of Confidential Information shall be only in connection with the assigned duties of Employee, and shall be only to Employees, agents or affiliates of Employee who have a need to know said Confidential Information in order for Employee to carry out proper purposes and responsibilities related to Employee’s discussions with Employer and the assigned duties of Employee and who have been advised of the confidential nature of such information; and
• That, upon termination of Employment between the parties or upon Employer’s request, all records, any compositions, articles, documents, and other items which contain, disclose and/or embody any confidential information (including, without limitation, all copies, reproductions, summaries and notes of the contents thereof), regardless of the person causing the same to be in such form, shall be returned to Employer or destroyed by Employee, and Employee will certify that the provisions of this paragraph have been complied with.

• The obligations above shall not apply to information which:
  • Is or becomes a part of the public domain through no act or omission of Employee;
  • Can be shown to be already possessed by employee as of the date of disclosure;
  • Shall be made available to employee on a non-confidential basis by a third party having a right to do so;
  • Is disclosed by order of a court of competent jurisdiction; or
  • Employer authorizes, preferably in writing, for release.

Open Door Policy
• PSAC 610 values clear and honest communication with its employees.
• The employee has the right to be open and transparent with the Employer. The Employee is encouraged to ask questions, discuss suggestions, and address problems or concerns with the Employer.
• If the Employee has continual concerns or conflict with an executive officer other than the President, they are encouraged to notify the President with a formal complaint. As per by law 4.2.20 the President has the right to form a disciplinary committee to mediate an equitable resolution.
• If the conflict or concern is against the President, the Employee can notify the PSAC Regional Vice President.
Continuation of the Contract

- This initial contract is expected to continue until January 1, 2021.
- By September 1, 2020, the President and Administration Chair will meet with the Employee to discuss any potential changes to the contract. This meeting shall include a proposal from the Employee as to whether the hours allotted need to be expanded because of insufficient time to complete duties.
- Employee will provide written notice of 2 weeks to the appropriate executive officer if the Employee is not able to continue in their duties and thus end this contract. At this time, Employer may demand that Employee immediately discontinue in their duties. If this is the case, Employer will pay Employee all outstanding wages plus severance pay on par with the Ontario Ministry of Labour Standard (months worked / 12 x weekly pay rate) The Employee will then immediately surrender all work product to the Employer.
- The Employer can only end this contract if they can show, without prejudice or precedent, cause that there is a serious violation of the terms of this contract. If this is the case, the Employer will pay Employee all outstanding wages plus severance pay on par with the Ontario Ministry of Labour standard (months worked / 12 x weekly pay rate).

President’s Report

The start of this semester has been tough on all of us. Our union lost four important members of our community. Our executive has been working to assist their families, loved ones, and friends. We have set aside $3,000 to assist their friends here on campus and we have set aside approximately $1,200 to send to each of their families to assist in any way that we can. Our thoughts go out to all of their families and friends during this difficult time. As a union we stand with their family and friends. If there is anything else that we can do to assist, please let us know.

This is going to be a busy semester. This week, Post-Docs will begin bargaining. It is important for our entire union to rally around our Post-Docs. Whether this is as simple as wearing a pin or hanging up a poster, to attending information pickets to inform the community, we must be there to support our members and the bargaining team. In August the GTA collective agreement will end so it is vital to keep the momentum from the Post-Docs and channel it into GTA bargaining. If you would like to help mobilize the membership around bargaining, please sign up for the mobilization team.

With the resignation of our part time staff, the executive has proposed that we hire a bookkeeper to assist the finance chair. The finance chair position is a very difficult position and does some of the most important work on the executive. It is a big job and we feel as though hiring a staff member to assist would be a big asset. Since some of the duties of the finance chair, the admin chair, and our current staff member will be taken
over by a bookkeeper, the bylaws committee along with the executive will be looking for ways to change the duties of the executive. If you would like to discuss these changes, please sign up for the bylaws committee.

At the conclusion of the last academic year, PSAC 610 decided to eliminate the scholarship program. As a result, there are large sums of money that are currently not allocated for any specific program. If you would like to discuss where this extra money could go, please sign up for the finance committee.

In April we will be holding elections for positions on the executive. If anyone in the union would like to run for a position, they can reach out to the president or the person who is currently in the position that they would like to run for. We would like to encourage people to run for a position on the executive and informal conversations prior to the election will likely assist in candidates understanding of what will be required of them.

Our local has been very busy with ongoing grievances. One in particular that I would like to highlight is the grievance regarding the contracting out of duties. This past semester a number of departments hired people to proctor and grade instead of having GTAs do those duties. We have filed a grievance with the University regarding this practice and encourage all stewards to notify us if they receive information that this is happening. Thank you to the stewards who have already notified us of contracting out of GTA duties.

1: We are an education union, the strength in this union is that we teach. One of our members went to Laurier as a TA and realized that they didn’t have a union. This member pushed to get the University unionized. I encourage you over the next year to push the employer and fight for our futures.

**Finance Chair’s Report**

3: Questions, the proposed budget needs to go through the finance committee. The finance chair didn’t run a finance committee. It’s inappropriate that this budget was proposed without going through the proper channels.

Where are these numbers coming from? These are not appropriate numbers for an actual budget.

1: is there anything that needs to be added to the budget?

3: There is a budget line for scholarships that hasn’t been used and this would be great to apply to the new bookkeeper position.
28: I would like to see a comprehensive budget for the last 3 or so years and have it balanced going forward that we can refer to. There should be a legitimate budget put together going forward.

Creating a fund for professional development with our budget would be great.

18 left at 7:45pm

25: This feedback should be going to the new finance chair.

Admin Chair’s Report

We are now commencing with bargaining with the employer for post-docs and are ramping up mobilization of our members. We will also be preparing for bargaining for TAs as well, this will be with the same negotiator. It will be beneficial for both post-docs and TAs to get involved in mobilization of our union so we can show a united force when we negotiate with the employer.

In the office, we have been keeping up with extended health plan and financial aid cheques. The financial aid fund has been consistently under budget over the span of years. We are now looking at different options into expanding the scope of these benefits as to ensure we use the totality of the budget. There has been a very large demand for food support gift cards. We are working to keep up with the demand each semester and this is another area where we can look to expand for the financial aid fund as this is a valuable resource the union offers. If you wish to apply to these benefits, or if any members in your departments want to apply, please direct them to email myself or the office staff and fill out the appropriate forms. Also, if you or any members in your department have any input into how we can increase the scope of the FAC benefits, please email me about it.

I have also set up a motions database of all the motions the local passes. This will show all the motions that have been passed in either the executive meetings, the stewards meetings, or annual general meetings. This database should be up and running on the website soon and will be visible to the members. I have also been attending grievances and LMC meetings with the employer to keep the meeting minutes and bring forward issues we have with the employer.

This executive is also looking to hire another staff member for the office. I highly recommend this as the previous staff was extremely beneficial to the functionality of the office. This secondary employee will help in times of high demand at the office and keep regular maintenance of the local finances.
Only thing to add is that we purchased a printer to use in bargaining. The cost of the printer was $200. This will be used for Post-Doc bargaining and TA bargaining coming up. It will later replace the older printer that is in the office.

**Post-Doc Chair’s Report**

With bargaining happening in the coming months my primary focus will be on bargaining and mobilizing post-docs. We are still looking for more people to get involved. Please let me know if you would like to help.

We recently had a member of the bargaining team end their tenure at Western so we are looking for a post-doc to fill the position. You will get paid for your time on the bargaining team. If you have any questions or are interested let me know as soon as possible.

Please reach out to post-docs in your departments for the bargaining team.

**Communication Chair’s Report**

I have been involved in organizing a Mobilization, Political Action, and Communications committees in light of the upcoming Postdoc bargaining. The Mobilization committee has convened for our first two meetings of the year, in which necessary steps that could be taken by the Local in preparation for bargaining were discussed. I have continued to send out did you know emails to keep members informed of their rights and entitlements, and have been actively involved in collecting data from Postdocs which will be useful during bargaining. I have also continued to updated our social media pages and website to keep members up to speed with goings-on in the Local.

Upcoming Tasks
1. Quote for new banner inclusive of both GTAs and postdocs
2. Purchase a button maker for pins to wear during bargaining
3. Come up with slogan (working in concert with Mobilization committee) for bargaining.

**Chief Steward Reports**

**Arts and Humanities**

Since the last stewards' meeting, I have been focusing heavily on compiling stories for the policy grievance against the university for work place safety. If anyone would like to participate, please send the stories to me ([artschiefstewardpsac610@gmail.com](mailto:artschiefstewardpsac610@gmail.com)) or give
the member my information. We will likely be filing this grievance the second week of February.
I held the A&H divisional stewards meeting on January 23, and was pleased that a majority of the stewards in the division were able to attend and discuss the well-being of the departments. Our stewards in A&H are very motivated and are great resources. We also talked about the upcoming bargaining. I encourage all stewards to begin thinking of ways that we can better the union and TA experience through bargaining. Additionally, all stewards should hold a solidarity event by the end of this term. Email me with the date of the meeting and I will drop by to introduce myself (and pay for the event). Post Doc bargaining is underway, and I intend on speaking with all PD members in A&H over the next month to touch base with them and to encourage them to participate in their ongoing bargaining.
There are also steward vacancies in a few departments: Modern Languages & Literatures, Visual Arts, and Women's Studies. I will be actively recruiting people in these departments over the next month or two so that we have a solid steward network as we head into bargaining. If you know anyone in these departments, feel free to give them my information or send them to the union office if they are interested in getting involved.

I would like to highlight a grievance that we are doing with the university. Please email me if you have any stories that can be included in the grievance.

20: In regard to the grievance. Is this only for TAs?

This is only for TAs because we are arguing for an unsafe workspace.

**Social Science**

The main action item I have completed was holding my divisional stewards’ meeting, which was on 16 January. I am continuing to work on filling vacant stewards’ positions, but at this point the priority is shifting towards making sure that stewards are scheduling and holding solidarity events. I am also assisting the rest of the executive in planning out what we will be doing during the rest of our terms.

**Physical Science**

Physical science members have faced with some issues related to their TAship brought by members to the local office mainly in the summer and fall 2019. Most of the concerns were related to the hours of TAship they’ve been offered or their DSA (duty specification agreement) either directly or indirectly interpreted differently by either sides. I as Physical science chief steward together with president as well as other executive members of the union tried our best to address the issues accordingly. Some through communications (mainly email or in person
sometimes) were resolved while some required further meetings with the supervisors/department to discuss the issues and follow the grievance procedures up to required levels. It is a continuous procedure as per our routine duties in the local office, but I think this is a growing demand at this point since the number of the cases (sometime similar ones) are increasing at least in several departments. As discussed in the EC meeting and suggested by the president, there might be a chance to assign a new EC officer fully dedicated to grievance-related works but we also need to work on preventative actions in the future to minimize the number of similar cases or at least same cases in the same departments which needs to check our resource and potential approaches.

The orientation sessions for both summer (and recently winter 2020 in some departments) were organized as expected without any issue and seems that despite the problems occurred frequently in the past mainly related to non-cooperation within some departments are now resolved. This needs to be maintained and continued since the orientations are the first time many of the newly admitted graduate students hear about the union and I also personally found this sessions quite useful and informative specifically for international students who may have even less knowledge about the union`s functions. There are some ideas how we can use the opportunity in a best way and strengthen the power point file to reflect our newly brought concerns and priorities which have been and will be discussed in our next EC meetings and I hope that we can have a revised version starting the next Fall orientations as well.

Regarding the stewards vacant positions we still have many spots available for the interested members to apply. I tried to fill the positions this year with applicants from different/diverse departments and genders as promised but seems that despite all the efforts made (not only for the physical science division but many others as well) there are still many vacant positions not being filled by TAs. This is another fact that we need to work on to see what might be the issues that can be resolved/improved by any chance in the future. Some ideas were brought recently such as increasing the honorarium or other benefits or motivating through our website/Facebook page... but seems that there still may not be enough. I suggest that if any of current stewards has any ideas or suggestion or even personal barrier, to share in the meeting or afterwards so that we can work on and make this procedure more convenient for potential new applicants.

The rest of activities were mostly routine duties of the chief stewards such as EC meetings and training sessions as well as some follow ups for the related duties which I did not see anything
special to the stewards at this point except those which are summarized above. There were some important discussions and critical decision made in the EC meetings this year that I am sure president have summarized in his report or already been shared with the stewards via email. I just conclude with this few points that I think will be important to work on the next few months. First of all the election will come soon for the EC members and I encourage the current stewards to apply for the available positions if they have time and interests to be involved more into union’s activities. We also need to focus on the upcoming bargaining for the TAs since it’s not too far and the new ECs probably need to start the earliest possible to obtain the best results. In addition, working on the possible ways to encourage new stewards to join and potentially resolve the existing barriers is also my priority within the next few months. Following up remaining grievances and potentially new ones and finding options to reduce potential occurrence of the similar cases in the future will also be sought for in the close future as a priority.

To sum up, I think the TAship-related activities at physical science division still have many rooms for improvement and we need and will try our best to involve more members into the union including TAs, and department stewards, improving the protocols/procedures and working to set up a potential preventative approach.

15: One of the points I was concerned about the grievances. This year we had many similar cases in engineering, in regards to payments to TAs. We can work on preventative system for supporting the members. These cases seem to repeated every year and we should try and prevent them.

**Biological Science**

Solidarity events
I have held many solidarity events with the divisional stewards. This has assisted our union by shedding light on things occurring in each department, the appropriate measures needed to be taken, and dissemination of important union matters. Most importantly, it has strengthened our union by creating a network of stewards and active participants in the community

Grievances
After sitting in on previous grievances and with the assistance of the president, we have started multiple grievances and are actively pursuing appropriate reparations. I will be continuing on these grievances and new grievances in my divisions.

Divisional steward meeting
I have hosted our divisional steward meeting to create a plan for this and next semester. Many more Solidarity events will be held.

Post-Doc
As a member of the bargaining team I will be attending the bargaining meeting on January 28th.

Unfinished Business:
The anti-harassment statement was read
Land Acknowledgement statement was read

New Business:
Tomorrow when we approach the table. Please wear red to support the bargaining team.
Please post on social media, your support for the bargaining team.

Motion to adjourn 8:04pm

all in favour