

**Bi-Weekly Executive Meeting
PSAC 610**

**December 12th, 2019
7:00 - 9:00 pm**

Present: Greg, Ari, Katie, Reza, Dicho, Matt, Dika

Absent: Sandeep

Regrets: Wes, Anil

Meeting Minutes

1. Approve the Agenda
 - i. Pres motions, katie seconds. Approved unanimous
2. Approve Minutes
 - i. Pres motions, matt seconds. Approved unanimous
3. Reports
 - (a) Presentation of report from the President
 - (b) Presentation of report from the Admin Chair
 - (c) Presentation of report from the Finance Chair
 - (d) Presentation of report from the Communications Chair
 - (e) Presentation of report from the PostDoc Chair
 - (e) Presentation of reports from the Chief Stewards
4. Bargaining Updates and Planning
5. Unfinished business
6. New business

Presentation of report from the President

Recent Events

- Stewards Meeting
- Bargaining Meeting
- Met with UWOFA chief negotiator about their victories and tactics to make gains
- Met with members to discuss possible grievances
- Met with Greg for a crash course on grievance handling

Upcoming Events

- Filing a policy grievance about summer employment
- Filing a policy grievance about contracting out of TA work
- Discuss hiring of new staff

Action Items

Everyone

- Give all passwords to the president or administrative assistant to compile to assist with transitions at the end of our terms. Some programs passwords have already been changed because they were in place for a number of years. Confirm with either the president or administrative assistant if you are unable to access anything.
- Promote the donation box for Safe Space London
- Keep your eyes open for possible events our union should be a part of
- Join committees
 - For example, bylaws committees

Admin Chair

- Motions Database.
- Do another committee callout

Finance Chair

- Has the CRA contact information been changed?
- Reconcile Accounts
- Taxes now have to be paid on a monthly, not quarterly basis. Figure out with signatories how this will be done on time.
- When is the audit happening?
- A detailed budget update needs to be presented to the executive at the first January meeting. We need to know how much has been spent from each budget item.
- A financial report needs to be prepared to be sent to the membership since there was no report for the stewards meeting.
- Organize past finances. There are files dating back 20 years that need to be destroyed.
- Do a committee callout and have committees meet first two weeks in January

Communications Chair

- Use all means of communications, not just email
- We need a monthly newsletter. A first semester recap should be sent out the first week in January.
- Minutes from the stewards meeting needs to be distributed to the entire membership ASAP.
- Our audits need to be posted on the website. Every audit dating back to the unions creation needs to be publicly available. Work with Jessie to get these up.
- Do committee callouts again.

Chief Stewards

- All stewards need to host a divisional stewards meeting in January.

- Keep recruiting stewards.
- Start walking around departments with stewards to talk directly to the membership. The stewards are your best connection to the membership. They know the daily struggles in departments use them to find out what is going on.
- Encourage solidarity events.
- All chief stewards needs to accompany me to a grievance meeting at some point.
- Send email to your stewards asking if anyone has got emails about if any students would like to proctor or mark or any other TA duties for compensation / voluntary outside of your GTAship.

Plan on first meeting back to be on Thursday, January 9th at 5:00PM. At this point, we will talk about everything we have done over the break.

CRO elections are happening first week of January. There will be a callout soon.

Everyone needs to give email passwords to Jessie.

Presentation of report from the Admin Chair

Action Items Completed:

- Start times for committees before the next time we meet
 - held initial food support meeting
 - Ari (thank you) held the initial bylaws meeting
 - Held initial women's committee meeting
- Gather passwords for Email accounts
 - Password has been sent to Jessie

Tasks completed:

- signing of cheques
- up to date with food support
 - going to need new gift cards in the near future
- took meeting minutes for stewards meeting
 - sent out to the members
- working with FAC to better utilize the Financial Support
 - meeting in the new year to discuss

Request for the EC:

If there are any ideas that the EC want my committees to work toward please let me know.

This entails – Bylaws, Women's, and Food Support Committee

Action Item for Admin Chair:

- Collect resumes for hiring new administration position (Astrid Resigned)

Presentation of report from the Finance Chair

Presentation of report from the Communications Chair

My committee (the Mobilization committee) convened for our first meeting of the year, which had a decent turn out and in which necessary steps that could be taken by the Local in light of Postdoc bargaining were discussed. I have continued to send out did you know emails at least once a week to both postdocs and TAs, and have updated our social media pages and website. I also attended the Stewards' meeting, and have been making efforts to recruit more members to the Mobilization and Political Action committee.

Action Items:

- Send out email about the progress of the grievance for harassment on campus
- Send out requesting more people to sign on and give events
- Get quote for new banner inclusive of both GTAs and postdocs

Presentation of report from the PostDoc Chair

- 1). Met with John (chief negotiator) from PSAC to go over no monetary bargaining demands
- 2) Attended LMC meeting and talked about the parking issue and health care

Presentation of Report from the Chief Stewards

Biology Chief Steward

Bio sci chief report

- planning solidarity events with stewards
- had Epidemiology solidarity event today at 5PM
- responding to various questions from members (will discuss at meeting)
- preparing for my first grievance (details to be discussed at the meeting)

Social Science Chief Steward

Following the stewards' meeting, my main concern is filling the remaining vacant positions. At present, there are 5 vacancies in my division. I have reached out to the steward I have in Psychology to see if they can recruit people, but neither Economics nor Education have any stewards at all, and I will need to deal with that in another way.

Arts and Humanities Chief Steward

Attended stewards' meeting. meeting with stewards in various departments about steward duties and potential grievances. attended GTA LMC.

- Filling stewards positions
- Meeting with stewards to go over their roles

Physical Science Chief Steward

- 1- Preparing report and attended in stewards meeting on Nov. 19th.
- 2- Attended in a meeting to discuss a TA issue with a member from the Physics department at Union's office with the president
- 3- Attended a meeting scheduled for the member with the Physics departments' representatives and discussed the issues and potential further steps
- 4- Some further TA issues were discussed with a couple of members via emails and the members were instructed to take /not to take further actions based on the collective agreements. The cases were specific to the members and they decided to follow up informally (Chemical Eng. dept.)

Reza: When are the stewards getting paid?

Ari: have been approached by many stewards that haven't been paid. Motion was passed previously that the total budget would be divvied up between all the stewards. The list has been passed to the finance chair and he has not written the cheques. Nothing we can do right now until he is back. You can send the finance chair an email and ask them when he can write the cheques. Anything that is a substantially large cheque, the President has written the cheques. There is a lot of steward cheques.

Post Doc Chief Steward

I attended the LMC meeting. Also followed up with the grievance complain (waited 1/2 hour but she didn't show up)

Matt Motion to Adjourned, Dika seconded, Approved Unanimously. Time: 7:44PM