

PSAC Local 610 Stewards Meeting
November 27, 2014 5:30 – 7:00PM – PAB 106

STEWARDS' MEETING MINUTES
Thursday, November 27, 2014
5:30 – 7:00 pm
Physics & Astronomy Building room 106

1. Approvals

a. minutes

44 moved

53 seconded

minutes approved unanimously

b. agenda

Oral report by Chief Steward for Social Science added at 9.1

22 would like to move motions to beginning of meeting

seconded by 5

moved from item 13 to item 2

Motion carried

Amended agenda approved.

2. Motions

3. Report from the President

4. Report from the Administration Chair

5. Report from the Activism Chair

6. Report from the Finance Chair

7. Report from the Communications Chair

8. Report from the Chief Steward, Biosciences

9. Report from the Chief Steward, Arts & Humanities

10. Report from the Chief Steward, Physical Sciences

11. Report from the Chief Steward, Postdoctoral Associates

12. Report from the Hiring Committee

13. Extended Health Plan Report

PSAC Local 610 Stewards Meeting
November 27, 2014 5:30 – 7:00PM – PAB 106

Appendix A – Budget Update – Year-to-date Income and Expenses

Appendix B – Revised General Budget, 2014-15 (proposed)

Statement on harassment read by member
Coordinator for meeting is Jubayer

Motions

Motion #1

Be It Resolved Therefore that the following people are ratified as members of the Financial Assistance Committee for the year 2014-15: Ashrafur Rahman, Nicole Kaniki, Gokhan Erol, Mansur Mulk, Alliya Remtulla and Adriana Mendica.

Moved by the Activism Chair

44 seconded

Atle: Committee has enough to meet regularly to assure quorum, everyone is trained and serving well.

Approved unanimously.

Motion #2

Whereas the Local's General Budget was approved by the April 2014 AGM without taking into account changes to the Staff Expenses line item resulting from contract renegotiations taking place in the summer of 2014;

Whereas the renewed contracts reflect the Local's need for greater research, data collection and organization of past grievances, and for accessible and transparent reports on past and present use of the Local's benefits program for its own use and for submission to the Employer, as required by the terms of the Collective Agreement;

Whereas the renewed contracts reflect the exemplary work by the Local's staff;

Be It Resolved Therefore that the Stewards Meeting adopt the revised General Budget (Appendix B) as proposed.

Moved by the President

Second by 16

Dave: I have laid out proposed changes in the package. I think I have outlined the reasoning behind this. The Finance Chair and I, with the executive, have found room in the budget to make changes; we looked thorough past budgets to take into account.

22: I do see the rationale for the change, but one thing comes to my attention, there is a fundamental change, there is a line for drawing for the reserves, but my concern is that we will be going into a deficit, the lines for our salaries is taking up a lot of the budget, the reserve is finite, we need to think about reform, at this point. Salary costs are high.

44: in favour we had a bit of an emergency meeting on this, we have been running on reserves, but the points that are being raised are going to be addressed in time, but we have to pay our staff

38: Point of information: you changed a lot of committee line items, did you talk to the committee chairs? What is the justification for Dylan's contract?

Dave: Committee chairs were on the EC. Only committee that spent more than \$250 was

PSAC Local 610 Stewards Meeting
November 27, 2014 5:30 – 7:00PM – PAB 106

Bylaws and that is unlikely to recur this year. Stewards are responsible for budget, according to Bylaws.

Mary: I chair a number of committees and I fully support the change. We have never come anywhere close to exhausting the committee budgets.

As for Dylan's contract, I want to stress that this was a change to add hours and responsibilities to his contract that have been a long time coming. It is vital that we get our house in order before we enter bargaining and Dylan has the ability, experience and institutional knowledge necessary to carry out these functions. Also, since we are not hiring a Membership Officer, I see no reason why the funds that would have gone to that staff position can't be used to extend this contract this year for a staff member who has already proved his importance to the Local.

Dave: SGPS has repeatedly demanded more and more data and information from us. We need to have those figures and data readily accessible to us.

Chris (In favour): This is strictly a temporary expense, it was in some ways foreseen, but budgets are dynamic documents; to echo what Mary has said: officers are not always aware of research needs. It is important to have someone in place and we need to have great people in the office.

Diana: It's my understanding that, as Mary said, this is based on changing member needs, we need structural changes, budget allocations need to reflect the actual use, we have surpluses that need to be addressed, as well.

Jahirul: It is not reflected, much of our budget is salary, I would like to move a new motion.

Dave: We will have to finish debate on this motion first, before moving from the floor

38: I acknowledge some concerns 1. Yes we have line items that are not exhausted, we have income, plus reserves, we have \$65000 going back to reserves if not used. My concern is that we have reserves and want to use for betterment of membership. We may have to minimize some other areas, such as scholarships. If we keep increasing at this rate we may face problems in the future.

Motion carried.

38 abstained

Motion #3

Motion was not on the agenda; was moved from the floor.

Whereas each year local's General Budget is drawing money from a finite reserve to cover the deficit between its expenditure and income;

PSAC Local 610 Stewards Meeting
November 27, 2014 5:30 – 7:00PM – PAB 106

Whereas about 90% of Local's income spend to cover the salaries for office and staffs;

Be it Resolved That Local will reduce its expenditure related to the salaries for officers and staffs such that it can propose a sustainable budget for the next year without drawing money from the reserve.

Moved by 22
Second by 57

Chris: Officer expenses have become unwieldy, this is not something we foresaw when we changed the Bylaws.

Dave: We were formerly paying stipends, but now we pay salary, so we are on payroll and pay more in taxes.

Chris: Chief stewards now part of exec, have more power to represent members; but we have calculated most of these things as the value of a TAship, as an exec officer now get the equivalent of a TAship over a 12 month period. I don't know if all have to be making that amount. It's an instruction to the membership to address pay.

Mary: Officer pay is guided by the bylaws. It's good timing to address this now as we are revising the Bylaws currently.

Ashrafur: I serve on food bank and FAC where I see member need. We should think about member need as we look at officer pay and budgets.

Jubayer: As Mary said, we should revisit Bylaws Re: pay and staff to make sure staff pay is also addressed in bylaws.

16 abstained
Motion carried.

Reports

Report from the President

This is the last year of our current Collective Agreement, which expires at the end of August 2015. As a result, we will be going into bargaining next year, likely beginning in the summer. The Local has formed a Negotiating Committee to review the Collective Agreement, solicit feedback from members, and identify the key issues and priorities ahead of forming the actual, smaller, Bargaining Team next spring. However, we are still seeking members interested in participating in the Negotiating Committee. Please take a moment to consider if you or a colleague would be willing to participate in a process that is, frankly, the most significant activity our Local undertakes. My intention is for meetings of the Negotiating Committee to be open to all members, so please also consider attending at least one of the Committee's meetings. We will also be soliciting feedback from members through various forums, including surveys and Steward Solidarity Events.

This year, in accordance with the Collective Agreement, the one-time payment TAs previously received in November and/or March and/or July has been added to your base compensation in equal monthly installments, pro-rated according to hours per week. This amount continues to be exempt from the calculation of student support. Please remind members, especially upper-year TAs, of this change.

I have continued to respond to questions from members about the Collective Agreement as they arise. I have also continued to advise and assist members in resolving workplace issues through the grievance process outlined in the Collective Agreement.

Our Collective Agreement is only as strong as its enforcement. If a member in your department encounters a workplace issue s/he suspects is a violation of the Collective Agreement, act on it, inform an executive member and help maintain the strength of our collectively bargained rights.

As we look ahead to bargaining in 2015, the more information we have about our members' working conditions, the better we can prepare ourselves for negotiations. Every department operates slightly differently. For example, some departments are considering changes to their procedure for appointing TAs. If there are similar or other issues in your department concerning the appointments, working conditions, or pay of TAs, please bring them to the attention of the Local's executive, even if they do not appear to be a violation of the Collective Agreement.

I have maintained and established new contacts with other union locals in the academic sector. Local 610 has partnered with PSAC Locals 555 (UOIT) and 901 (Queen's) to run an Academic Sector Joint Training Conference for incoming executive members each year in May and we worked with delegates from these locals to act as a strong voice for the needs and autonomy of the academic sector at the June convention of the Ontario PSAC. In August, I attended a two-day meeting of union locals representing TAs,

PSAC Local 610 Stewards Meeting
November 27, 2014 5:30 – 7:00PM – PAB 106

Postdocs and contract faculty across Ontario, and we established a network for the sharing of information and strategy and to provide a basis for mutual assistance in times of need.

Over the last few years, our Local has grown more active both in providing services to our members and in asserting the rights of members encountering issues in the workplace. As a result, the demands on the time and expertise of Local officers have increased as well. At the April 2014 AGM, we passed a motion creating a job description for a Membership Officer. As you will see in the report of the Hiring Committee, their recommendation is to suspend the search for a suitable candidate. Nevertheless, the need for advice, support and expertise and for continuity and institutional memory in our Local remains, a need which I hope can be met through an expanded role for the EHP Administrator and Researcher.

It continues to be my privilege to serve the members of Local 610. This task has been made infinitely easier by the hard work and dedication of the entire Executive committee and our office staff, Conan and Dylan. Thank you!

Our Local is only as strong as our membership is mobilized. Please encourage members in your departments to get involved in the Local in any way they can.

In solidarity, Dave Blocker

Additional remarks:

Dave: Negotiating Committee meetings will be open to all members, even if they do not want to join the committee formally. If you want to sit in, please contact me; it's very important to identify priorities.

Motion to accept report by the President
Seconded by 16.

Approved unanimously

Report from Administration Chair

Dear members,

It continues to be my great honour to serve as your Administration Chair for a second term. The portfolio for the position remains an active and varied one, and I have done my utmost to assure the smooth administrative functioning of the Local. There is yet more work to be done before we reach the end of this term, but for now here is an update on some of my activities to date.

Executive Committee Meeting and Assembly Minutes

I have attended and taken accurate minutes at Executive meetings this year. Minutes have been formatted and stored in the Local's Dropbox account for future reference and consultation. As per the bylaws, past minutes have been circulated ahead of meetings for official approval. In many ways, it is the duty of the Administration Chair to assure the preservation of the Local's institutional memory and I take this responsibility very seriously.

Orientation

Though not strictly a part of my portfolio, I participated in member orientation by leading the successful and well-attended orientation meeting in my home department of Classical Studies, and also that of the French Department.

Committees

Scholarships Committee

The Scholarships Committee convened in April to adjudicate applications and to award scholarships to many of our deserving members. The committee wishes to commend all applicants for their impressive academic performance and offers congratulations to the scholarship recipients. I have submitted a report on the committee's activities.

Women's Committee

I have served as co-chair of the Women's Committee for the third consecutive year. This year, the committee has attracted new members and is continuing to focus on advocacy for women members.

Hiring Committee

I chaired the Hiring Committee during its search for a Membership Officer. I wrote the Terms of Reference for the committee and produced a report of the committee's findings.

Bylaws Committee

I will be acting as chair of the Bylaws Committee this academic year. New members are warmly welcomed to join the committee.

PSAC Local 610 Stewards Meeting
November 27, 2014 5:30 – 7:00PM – PAB 106

PSAC Events and Labour Activism

Along with other members of the current executive, I was selected as a delegate for the Ontario Regional PSAC Convention. I sought to make sure that our interests were represented to senior PSAC officers in attendance, including PSAC National President Robyn Benson and Ontario Regional Vice President Sharon DeSouza.

At the level of the London and Western Communities, I have attended meetings of the London Area Council of PSAC and have also participated in many events and demonstrations that attempted to engage Western's administration in acknowledging their accountability to students and workers.

Management of Office Staff

Our Local benefits immeasurably from the hard work of our outstanding staff. In addition to performing the innumerable tasks associated with the smooth functioning of the Local, Conan Masterson, our Office Manager, keeps alive the institutional memory of PSAC Local 610. I am delighted to report that we retained Conan's invaluable services with a new contract.

Dylan Gault continues to perform his duties as the Extended Health Plan Administrator with great care and competence. Dylan also possesses exceptional research skills and has consistently demonstrated his effectiveness at gathering and organizing data, as well as preparing reports for the Local's use and for disclosure to the Employer, where mandated by the Collective Agreement. I have recommended that Dylan's duties be expanded and he be given additional hours to continue to serve member needs. A motion to ratify Dylan's new contract follows from this report.

Acknowledgements

I would like to thank the members of PSAC Local 610, my fellow officers on the Executive Committee and our office staff, Conan and Dylan. I would also like to thank our stewards and committee members for giving their time and energy so generously. I look forward to a productive year of solidarity and activism as we gear up for bargaining.

Mary Deminion,
Administration Chair for PSAC Local 610

Motion to accept report moved by the President
Seconded by 57

Approved unanimously.

Report from the Activism Chair

Greetings Stewards,

First, thank you for becoming a steward! You're participation is needed and appreciated.

Since beginning my position as activism chair in June of this year, my main focus has been to make sure that the two essential committees—Food Bank and Financial Assistance—are operating smoothly since they directly relate to our members' needs. Because of our pitiful low pay, many members do not have a cushion in the case of emergencies or in some cases need help feeding themselves. The Financial Assistance Committee has gotten new members who have been trained and are working diligently to adjudicate applications and distribute the requested funds to our members. One policy change we have made is to change the deadline for applications from the 15th of every month to the 1st mainly for accounting issues and to avoid problems related to disbursement of financial assistance related to our divergent financial year.

The food bank is operational, although a new committee has yet to be formed. While there has been a call out for new members for the Food Bank committee and enough people have volunteered, due the activism chair suddenly getting new teaching commitments we have yet to train the new members. This, however, will happen within the month of November. Applications are still be adjudicated, however, and we are continuing to distribute food bank vouchers.

At the steward's meeting I will have updated figures on exactly how much of the budget the two committees have respectively spent.

The Political Action and Social Justice Committee is slowly getting underway. I have recruited two members and I invite others to join if they are interested in political education campaigns, agitating and shop floor, face-to-face organizing. Starting in the new year, I would like to begin running a campaign in preparation for a strike vote prior to negotiations in order to both teach our membership about what a strike vote is and how it would strengthen our negotiating committee.¹ In addition and following up on what my predecessor did, we would like to start holding Collective Agreement reading groups at department or faculty levels.

I welcome you to bring any issues or suggestions you have about these committees to me, or to simply ask for a meeting to discuss issues in your home department. The union cannot act on anything until we are made aware of a situation.

We must ensure that communication flows as freely as possible between members and their representatives in order to address issues in a timely manner.

¹ 1 This is not to say that it will be a campaign for a strike, but that we should, as a final measure, be ready to take that step.

PSAC Local 610 Stewards Meeting
November 27, 2014 5:30 – 7:00PM – PAB 106

One of the major initiatives I have been involved with as the activism chair was to organize the Activism Assembly and Mixer together with SOGS and the undergraduate Western Solidarity Movement (WSN). The event was held on September 28th, included workshops on governance in the neoliberal university, combatting sexual violence and rape culture on campus and how to organize campaigns and events on campus (both informally and formally). Various activist groups on campus also presented the organizing work they do on and/or off campus. The event was a success with roughly 100 people attending in total. There will likely be a follow-up event focusing on more specific on organizing methods (e.g. info picketing, how to hold one-on-one conversations etc.). The event also accomplished something that PSAC 610 has wanted to do for some time, which is to work more closely and hold events together with SOGS.

As per the executive committee's policy, we offer both our office and resources (e.g. printing and button making machine) to social justice groups and organization. As activism chair I am person of contact for various activist groups at Western and in the wider London community if they need access to such resources. Various groups' initiatives and events have benefitted from our policy and as a result our local is highly regarded as a progressive union in the wider activist community in London.

In solidarity,

Atle Mikkola Kjosén

Additional remarks:

Atle: FAC spent 30000 of 50000

Intention is to run through the budget ahead of bargaining.

Food bank spent \$2,500 of \$10,000

Might be that people have forgotten that the food bank is available, so please let your members know it is available. Feel free to email me.

Motion to accept report moved by President

Seconded by 44

Carried unanimously.

Report from the Finance Chair

Audit:

Both the general and health accounts are due for audit by a professional accountant. Due to change in the signing authority to the newly elected executives and change in the banking system we had to wait for a significant amount of time in order to have access to the online banking system. This made a little delay in the reconciliation process. Our reconciliations for the accounts are in progress. We are hopeful to get the audit done by the first week of December, 2014. The audit reports will be available at the local office once the audit is complete. Members will be notified about the audit reports once it is complete and any member of the local is welcome to look into audit reports.

Change in Banking:

The Meridian Credit Union (the bank with whom we are running our account) has changed our banking type from 'Small Business account' to 'Business account'. The new account costs are \$5.00 per signing authority per month for up to three members. We have signing authority for three executive members. So, the banking expense has increased by \$60.00 from last year.

CRA Penalty:

As we received the CRA tax payment forms late for two months (months of July and August) due to a problem in the delivery in our mail box for two months, our payments for those two months were received by the CRA late. Hence, CRA charged us a penalty of total \$378.18 for those two months. We created a new line item called 'CRA penalty' in the budget for the fiscal year 2014-2015.

In order to prohibit further penalties to be charged by the CRA, we have introduced the online payment of taxes to the CRA directly from the bank account.

Year to Date Expense Report:

Year to date expense report for the General account is attached with the agenda package. Please contact me if you have any question or concern regarding this expense report.

Finance Committee Members:

Finance committee is looking for members. Please email me at finance@psac610.ca or aakon@uwo.ca in case you or any one you know are interested in joining the committee.

In Solidarity,

Fahad Abul Akon

PSAC Local 610 Stewards Meeting
November 27, 2014 5:30 – 7:00PM – PAB 106

Additional Remarks:

Fahad: A few things to clarify: Audit December 5, will email report results when available. We used to pay no fee for banking, now we pay \$15 for our account + signing authority for 3 officers.

Question from Jahirul: We are missing information about reserve, is there any way to find out now?

Fahad: It is difficult to know, but at end of year we can report on that.

Dave: The audit report will help clarify that.

Motion to accept report moved by the President

Seconded by 16.

Carried unanimously.

Report from the Communications Chair

Hello Stewards,

I am honoured to serve as the Local's Communications Chair for 2014-2015. There are three key points I want to emphasize in my report: 1) Promoting the Local's modes of communicating with members; 2) Communicating with the Local's Negotiating Committee; and, 3) Talking to members in your department about contract negotiations and bargaining.

Encouraging Members To Stay Informed By Regularly Reading The Local's Newsletters
The Local distributes an electronic bi-monthly newsletter that contains information regarding benefit program application deadlines, committee call-outs, grievance updates, community labour-related news, meeting dates, and other issues facing our union. Please encourage the members in your department to read the newsletters so that they are kept up-to-date about what is happening within the Local. The newsletter is one of the key avenues through which the Executive Committee can keep in regular contact with all union members. Members can also access current information by following the Local on Twitter @psac610 as well as the union's website www.pfac610.ca.

The Negotiating Committee

As you know, the Local will begin to bargain for a new contract with the Employer in the summer of 2015. Our current contract expires at the end of August 2015. Before bargaining can begin, members of the Negotiating Committee will undertake the essential task of communicating with members about their working conditions to determine what issues ought to be brought to the table when the union begins the bargaining process. Members of the Negotiating Committee will employ a variety of methods to reach out to members to talk to them about what demands they would like to address in our next contract. Please encourage the members of your department to respond to email surveys and to speak to members of the Negotiating Committee in person in order to help us identify what issues and concerns are priorities for them.

Contract Negotiations & Bargaining

As mentioned, the Local will begin gathering information from members to help it set bargaining priorities for our next round of contract negotiations in 2015. It is very important that you talk to the members of your department about the expiration of our current contract, the need for members to provide feedback to the Negotiating Committee about their working conditions, how the bargaining process works, the risks associated with contract negotiations, and the possibility of going on strike. Talking to members about these issues will help to keep them well-informed about our working conditions, the influence they have over negotiations, and the progress the union makes at the bargaining table. In turn, this helps to ensure that negotiations and bargaining are democratic and transparent in nature.

If you have any questions about my report (or my portfolio as the Communications Chair for the Local) I encourage you to contact me at communications@psac610.ca.

PSAC Local 610 Stewards Meeting
November 27, 2014 5:30 – 7:00PM – PAB 106

In solidarity,

Amanda Vyce

Additional remarks:

Amanda: I would just like to introduce myself to improve visibility and recognition of officers.

UWOFA made gains to bring wages up to commensurable levels with other universities in Ontario. Also, there were modest gains for contract faculty. So that's good.

Software keeps track of readership of the newsletter and the number of people who read newsletter is somewhat disheartening. This is an important source of communication for members, including important deadlines for applications, etc.

Dave mentioned the negotiating committee, but I want to reiterate that it is important to talk to members about bargaining. It might be time to mention the s-word. We may have to look at strike action if the employer does not co-operate.

Motion to accept report

Seconded by 43

Carried unanimously.

Report from Chief Steward, Biological Sciences

As a chief steward, I have facilitated orientation sessions in September 2014. I presented information to the new members about the union and its structure, the benefits offered by the union, rights and responsibilities of TAs and how to get involved with the union. I started recruiting departmental stewards in October by approaching the departments, previous stewards and individual members. In November 2014, I successfully conducted an election via email for the steward positions in Physiology and Pharmacology department since we had one too many nominations. Many departments in Biosciences division now have at least one steward. Of the 35 positions, 18 are filled. However, we are still recruiting stewards for Biochemistry, Biology, Nursing, and Pathology departments. So, if you have any colleagues in these departments, please inform them it's not too late to become a steward.

Steward Solidarity Event

Solidarity events are a good opportunity for the stewards to keep in touch with their members, encourage members to get involved with the union, and promote union benefits. I would like to request the stewards to hold the steward solidarity events in January or early February. In this way, we would be able to gather feedback from the members regarding workplace issues and concerns that they want to bring to the table during the next round of contract negotiations, which are to begin in the summer of 2015. I will circulate an email to all the Bioscience stewards with detailed instructions, budget, and contact information for planning the steward solidarity event soon.

Thank you all for your ongoing support and all you do to help keep the union strong.

In Solidarity,

Asma Aktar

bioscichief@psac610.ca

Chief Steward Bio Sciences sends regrets.
44 move to adopt report in her absence
5 seconded
Carried unanimously.

Report from Chief Steward, Art and Humanities

Dear Union members,

Since my election in April of 2014, I have done my best in order to represent the interests and voice the concerns not only from the members in my division, but rather from the Union as a whole. Hence, I have responded to questions and hear from members from many departments as well as attended meetings with administration to address labour issues.

During the summer, I participated in the PSAC Academic Sector joint training session, held in Kingston. I was also present for the PSAC Ontario convention in Mississauga. In both venues, I got to meet colleagues from other Locals with whom I have stayed in contact to discuss strategies and ideas.

As for the fall term, I have met with departmental stewards and circulated information about how to host a Solidarity Event; one of these, from English, will be taking place during this month and many others are being planned. Should you have any questions, please contact me at artschief@psac610.ca

In Solidarity,

Jaime R. Brenes Reyes

Chief Steward for Arts and Humanities

Motion to accept report moved by 7
43 seconded
Carried unanimously.

Report from Chief Steward, Physical Sciences

Dear stewards,

In the current academic year all the departments of Physical Science division have at least one steward. Few steward positions are still available. I am working on to fill these positions. Stewards already started organizing the departmental solidarity events. So far two departments, physics and astronomy and Electrical and Computer engineering, organized the solidarity events successfully. Other departments are planning for the event during this November or early December.

We realized that working environment for the TAs in this division is in satisfactory level. No major grievance has been reported so far from any of the departments. Some minor issues arose which lies in the level of misunderstanding. Some students were concerned that they would go over their number of assigned TA hours due to the heavy workload. They are advised to speak directly to the course supervisors as early as possible to seek clarification.

Stewards feel that members of the union are having benefited from the solidarity event a lot including the information of health and other benefits available for them. This Solidarity Event was a valuable opportunity for members to be introduced with their stewards as well. The teaching assistants who attended the event are now aware that there are some stewards in their Department, and that they may approach any of them at any time to consult with the union related issues.

In solidarity,

Ashrafur Rahman

Additional Remarks:

Ashrafur: I am encouraged by number of members who are becoming involved with the union, members have responded favourably upon learning about benefits programs.

Motion to accept report moved by the President

52 seconded

Carried unanimously.

Report from Chief Steward, Social Sciences

(Delivered by Chris at the Stewards' meeting *in lieu* of a written report)

Chris: First, I'd like my apology for the oral report written into the minutes.

I have done orientations training, and have focused on recruiting committee members. Psychology department is sorely lacking in stewards. I'm happy to speak to anyone interested in joining us as a steward.

PSAC Local 610 Stewards Meeting
November 27, 2014 5:30 – 7:00PM – PAB 106

Three people from my division are joining the negotiating committee. I am also involved as I was part of bargaining team last time.

One member of my department was given a rather militant edict not to work more than 10 hours; supposedly this was based on Ontario regulations.

I can find nothing in Ontario law that corroborates this, so the university is citing something without footnotes, which as we know is bad scholarship. We are looking into this further. This distresses me, as we do not want members to be penalized for feeding themselves, or traveling or so on.

If you are aware of this practice, please let me know even if you are not in my division.

Further discussion:

43: Have you checked with other universities? Queens also enforces this.

Chris: Ten hours on campus seems to be the rule, and some scholarships such as OGS require this rule; they can and will remove the scholarship. SSHRC recommends it, but is national and relies on provincial interpretation of the rule.

Diana: We have a very different experience in my department [English]. They look the other way. SSHRC is enforceable because they have tax records available, but I don't know if they have any idea if this is coming from SGPS' concerns about finishing time.

Chris: That is the direction things are going. We need to look at legalities of this. Could be a bargaining issue. No one can be precluded from earning an income.

Dave: Every department operates differently. We hear things from one department and we don't always know if it happens elsewhere. We need to hear from you, the stewards.

Chris: Anything labour- or funding related, we need to hear about it.

Amanda: My own department had an issue last year when I was Chief Steward. It's important to talk to MAs in particular, as in my department they do a year of course work then a research project, and many were told they could not work. If you could talk to them that would really help.

Chris: Underreporting of the problem is a serious issue in many areas. Think about this now, this is where we set the template.

43: Are they enforcing this beyond 4th year? Because that is a serious problem because you are paying them tuition and no longer getting paid for your work as scholars.

Diana: Some stewards are gathering information, now we have a form, I assume from communications chair?

Dave: That was me.

Diana: That is really well done. It is very useful at solidarity events to gather information

Dave: we can always add questions and make changes.

Chris: By accepting my report you are also endorsing me continuing to pursue this issue.

Motion to accept report moved by the President

Seconded by 16

Carried unanimously.

Report from Chief Steward, Post-Doctoral Associates

I have been serving as the Postdoctoral Chief Steward for PSAC 610 since July 2014. I represent the Post-Doctoral Associates (PDAs) working at Western University.

Postdoctoral Associates Handbook:

I updated the Postdoctoral Associates Handbook with the help of president. It is now consistent with the new Postdoctoral Associates Collective Agreement.

Eligibility of PDAs for Union Scholarships:

Local does not have a clear policy regarding the eligibility of PDAs for union scholarships. It was discussed in the executive meetings and forwarded to the scholarship committee for a final decision.

Orientation Session:

I attended the postdoctoral orientation session in Sep 2014 and presented information regarding the union and its structure, membership benefits, rights and responsibilities. I also attended the National Postdoc Appreciation Week events organized at Western to network with the members.

In Solidarity,

Jahirul Mazumder

postdocchief@psac610.ca

Additional remarks:

Small number of post-docs represented – 25 members.

Making steps to unionize post doc fellows as well.

I have attended orientations, meetings. I don't know how long I will be in this office, post-docs are always in transition.

Motion to accept report

Seconded by 44

Carried unanimously.

Report from the Hiring Committee

The Administration Chair convened the hiring committee following the March 31st 2014 Annual General Meeting, at which the membership approved the creation of a new staff position of Membership Officer.

The Hiring Committee began soliciting applications for the position over the summer, with a view to hiring a suitable candidate by September, budget-permitting. The closing date for applications was then extended to October 15th after the initial search failed to produce any applicants.

The committee received, and carefully reviewed, a total of four applications by the extended closing date. Although the applicants possessed many strengths, the committee ultimately did not recommend proceeding with the addition of a new staff member. The committee determined that financial compensation for a new position would present a substantial, and potentially unsustainable, long term expense for the Local. The approved budget for 2014-2015 did not foresee the addition of a new staff position and therefore did not include the funds necessary to compensate a new hire. Additionally, the committee found that demand for help with grievance handling, the major motivator behind the hiring of a Membership Officer, had already been resolved through greater support from PSAC representatives and that other tasks associated with the position could reasonably be performed by existing staff. The committee therefore made the final recommendation that the search for a Membership Officer be suspended.

Mary Deminion
Chair, Hiring Committee

Additional remarks:

Mary: The long term budgetary feasibility concerns also influenced the committee's recommendations.

Motion to accept report
Seconded by 53
Carried unanimously.

Report on the Extended Health Plan

The Extended Health Plan just ended its 2013-2014 program year. It reimbursed health claims to members summing to approximately \$280,000 a 1% increase from last year. Like last year, approximately 31% of members made use of the EHP. The funding for this program comes from the Employer, who provided approximately \$266,000 last November. Including administrative costs, we ended up in an expected deficit. We are currently operating the program to use up some of the surplus generated by the program in the past. Because of deficit spending, the Employer's payment to us in November, and the large amount of payments that we make in September, the EHP needed to get \$144,000 from our reserves this summer. The Employer has now paid us and the EHP can pay back the money, though as it runs in a deficit, it will need a future transfer of funds of some sort.

In Solidarity,

Dylan Gault

Researcher and EHP Administrator

Further discussion:

Member: If you submit to primary and have leftover, do you submit to EHP?

Dylan: yes. In fact many of our claims are for maxed out optical after SOGS coverage is depleted. In fact you can apply right away.

Ayden: What about family member not covered by SOGS?

Dylan: Yes, send to us.

Diana: Mental health is often not covered by SOGS and there is a huge wait list for on campus services, so can apply to the union. That's very important to note.

Dylan: Yes, if your other plan rejects, that doesn't mean that we will, so members should submit.

Jubayer: What does policy say about what if it is exhausted but year is not out yet?

Dylan: The exec would have to revisit that.

Jubayer: A policy needs to be in place for that. Next question is about over the counter medicine.

Dylan: Over the counter can be reimbursed if given to a child; the other is that over the counter can be covered if recommended by a health care professional.

Jubayer: In this case it is drops for contact lenses.

Dylan: That is not ringing a bell, but over the counter can be covered with recommendation from a professional.

Member: TB testing for people who work in health care?

Dylan: Yes, that would be covered.

Chris: The employer should cover mandatory testing. I would take that up with them.

PSAC Local 610 Stewards Meeting
November 27, 2014 5:30 – 7:00PM – PAB 106

Motion to accept report from EHP administrator

Jahirul: We don't need a motion for this, only for executive reports.

Dave: Yes, we need a motion to accept each report.

Mary: It doesn't matter that Dylan is not on the executive, we need the motion, per Bylaws.

Chris: Yes, the Bylaws do require we vote to accept reports. It does not matter whether it is an executive report or not.

43 moved motion to accept

54 seconded

Carried unanimously.

Meeting adjourned 7:08

PSAC Local 610 Stewards Meeting
November 27, 2014 5:30 – 7:00PM – PAB 106

Appendix A – Budget Update – Year-to-date Income and Expenses



Graduate Teaching Assistants' and Post-Doctorals' Union
PSAC Local 610
University of Western Ontario

Dear Members,

Here is the revised budget for the year 2014-15. The first one is the proposed general budget for 2014 - 2015, the second one is the financial aid fund budget for 2014-2015 and last one is the proposed health plan budget for 2014-2015

General Budget

Based on 2389 members as of February 2014

Income

	Amount		Source	Notes
PSAC Dues	120,000.00		PSAC	40% of the dues received from PSAC on every month
Administrative Fee received from EHP	35,975.00		UWO	Received from UWO on November 1st as outlined in Collective agreement (CA)
Funds for GTA Union	60,000.00		UWO	Received from UWO on September 1st according to article 27.01 as outlined in CA
Interest Income	1,000.00		Term Deposit at Meridian	Received yearly from the term deposits.
Other Income	1,000.00		Donations from other organizations	Variable amounts
Draw from reserves	65,000.00			
Total Income		286,975.00		

Expense

Auditing Cost				
Accounting	3,700.00		Administrative Fee received from EHP	Auditing is done every year in the month of June
Refreshment	100.00		Administrative Fee received from EHP	
Total Auditing Cost		3,800.00		
Affiliations Fee				
LDLC	1,200.00		PSAC Dues	Affiliation fees paid to LDLC every year
Total Affiliations Fee		1,200.00		
Banking Expenses			Administrative Fee received from EHP	Waived by Meridian
Bargaining Expense				
Honorarium	3,000.00		PSAC Dues	Collective Agreement expires 2015
Bargaining Expense - Other	1,000.00		PSAC Dues	
Total Bargaining Expense		4,000.00		
Standing Committee Running Expenses				
Bylaws Committee	250.00		PSAC Dues	The amount assigned to each of these committees are to cover the expenses related to the honorarium for the committee members, refreshments and other unforeseen cost to run the committee. However, the allocated budget is subjected to the approval of the executives upon the submission of the budget by the committee.
Food Bank Committee	250.00		PSAC Dues	
PAC/Booral Justice Committee	250.00		PSAC Dues	
Communication Committee	250.00		PSAC Dues	
Scholarship Committee	250.00		PSAC Dues	
Bursary Committee	250.00		PSAC Dues	
Finance Committee	250.00		PSAC Dues	
Mobilization Committee	250.00		PSAC Dues	
Women's Committee	250.00		PSAC Dues	
Ad-hoc Committee	0.00		PSAC Dues	
Emergency Planning Committee	3,000.00		PSAC Dues	include money (~\$5000) during bargaining year
Total Committee Honoraria		5,250.00		
Conferences & conventions		5,000.00	PSAC Dues	Amounts allocated to support the local members while attending the conference related to labor movements. However, the amounts could be expended upon the approval of the executives.
Donations			PSAC Dues	To support other labor organization, natural disaster etc. Subject to the approval of the executives. Please see "Donations" policy
General Donations	2,000.00			
Strike Support Donations	2,000.00			If not used, will go back to general reserve
Donations Total		4,000.00		
Education & Training		5,000.00	PSAC Dues	To train the local officers and stewards and also for the joint training
Executive Expenses 260				
President	250.00		PSAC Dues	Allocated to the executives to cover any refreshment cost while doing business on behalf of GTA union with other organization. The amount allocated other than the president and community alliance needs pre-approval of the executives.
Activism Chair	250.00		PSAC Dues	
Finance Chair	250.00		PSAC Dues	
Communications Chair	250.00		PSAC Dues	
Administration Chair	250.00		PSAC Dues	
Total Executive Expenses 260		1,250.00		
GSTA		5,000.00	PSAC Dues	Support provided to SOGS for graduate teaching assistant award. To be paid in June.
Office Supplies				
Postage	300.00		Administrative Fee received from EHP	To cover postal fees PSAC cards and other official letters
Stationery	1,500.00		Administrative Fee received from EHP	To cover the cost of pen, clips, staplers, pins, etc.
Water	200.00		Administrative Fee received from EHP	To cover the drinking water supply cost
Equipments and Office Furnitures	1,000.00		Administrative Fee received from EHP	For changing the computers, printers, shelf, desk etc.
Office Supplies - Other	500.00		Administrative Fee received from EHP	Miscellaneous
Total Office Supplies		3,500.00		

PSAC Local 610 Stewards Meeting
November 27, 2014 5:30 – 7:00PM – PAB 106

Printing & Copying		2,500.00	Administrative Fee received from EHP	To cover the cartridges and paper for the printers
Promotion & Ads				
Sops Handbook	800.00		PSAC Dues	Cost for one page advertisement in SOGG daily planner
GTA Union Guidebook	3,000.00		PSAC Dues	Printing cost for GTA Union Guidebook
Poster & Banner	0.00		PSAC Dues	Printing cost for special events organized by GTA Union
Promotional Items	4,000.00		PSAC Dues	Cost for promotional items for orientation
Total Promotion & Ads		7,800.00		
Scholarships		11,200.00	PSAC Dues	
Special Events				
General Meetings	3,000.00		PSAC Dues	Cost to arrange 3 general meeting in a year.
Election Reception	1,500.00			
Stewards Meetings	2,000.00			
Special Events - Other	1,500.00			
Room Booking Fees	500.00			As needed.
Child Care Subsidies	500.00			
Total Special Events		9,000.00		
Officer Stipends				
Chief Stewards	29,475.00		Funds for GTA Union & PSAC Dues	Stipends paid to the officers of the Local according to article 9.1 at GTA Union bylaws
Activism Chair	11,790.00		Funds for GTA Union & PSAC Dues	Stipends paid to the officers of the Local according to article 9.1 at GTA Union bylaws
President	17,685.00		Funds for GTA Union & PSAC Dues	Stipends paid to the officers of the Local according to article 9.1 at GTA Union bylaws
Administration Chair	11,790.00		Funds for GTA Union & PSAC Dues	Stipends paid to the officers of the Local according to article 9.1 at GTA Union bylaws
Communications Chair	11,790.00		Funds for GTA Union & PSAC Dues	Stipends paid to the officers of the Local according to article 9.1 at GTA Union bylaws
Finance Chair	11,790.00		Funds for GTA Union & PSAC Dues	Stipends paid to the officers of the Local according to article 9.1 at GTA Union bylaws
Non-Executive Officers				
Chief Returning Officer	506.00		Funds for GTA Union & PSAC Dues	Stipends paid to the officers of the Local according to article 9.1 at GTA Union bylaws
OH&S Officer	2,947.50		Funds for GTA Union & PSAC Dues	Stipends paid to the officers of the Local according to article 9.1 at GTA Union bylaws
Ombudsperson	1,179.00		Funds for GTA Union & PSAC Dues	Stipends paid to the officers of the Local according to article 9.1 at GTA Union bylaws
President Elect	1,473.75		Funds for GTA Union & PSAC Dues	Stipends paid to the officers of the Local according to article 9.1 at GTA Union bylaws
Officers Elect	1,179.00		Funds for GTA Union & PSAC Dues	Stipends paid to the officers of the Local according to article 9.1 at GTA Union bylaws
Stewards Stipend	6,000.00		Funds for GTA Union & PSAC Dues	Stipends paid to the officers of the Local according to article 9.1 at GTA Union bylaws
Officer Totals		107,605.25		
Staff Expenses				
Office Manger	32,000.00		Administrative Fee received from EHP & PSAC Dues	Based on the Contract of Office Admin Post
EHP Administrator	29,250.00		Administrative Fee received from EHP & PSAC Dues	Based on the Contract of Office Admin Post
Temp Staff	2,500.00			
OH&S Inspection	1,680.00			
Staff Benefits	2,500.00			Health Plan and Bus Pass per staff contracts
Staff Expense Total		67,930.00		
Payroll Expenses		20,000.00		To pay employer portion of CPP, EI and Vacation pay
Utilities				
Equipment	2,500.00		Administrative Fee received from EHP	To pay the phone, fax and voicemail services
Communication Services	3,100.00		Administrative Fee received from EHP	Dropbox, survey monkey, hosting fees, Quickbooks Renewal
Total Utilities		5,600.00		
Member Driven Programming		15,000.00		Allocated for programming and projects (i.e. Stewards Hospitality Events, or other initiatives as proposed by members).
Labour Library		500.00	PSAC Dues	Buying books, periodicals, equipments towards enriching the labour library
Uncategorized Expenses		1,839.75	PSAC Dues	
Total Expense		286,975.00		
Net Income		0.00		

Financial Aid Fund Budget

Income

	Amount	Source	Notes
Balance Forward	55,500.00	Opening balance	
Financial Aid Fund Payment 1	35,000.00	UWO - CA	Accrued balances shall be available for disbursement through social welfare programming. Received from UWO on January 31st as outlined in CA
Financial Aid Fund Payment 2	40,000.00	UWO - CA	Received from UWO on May 31st as outlined in CA
Other Income	0.00		
Total Income	130,500.00		

Expense

	Amount	Source	Notes
Auditing	500.00	Opening balance	To be audited with main account
UHIP Disbursement	40,000.00	UWO	
TA Assistance Program	50,000.00	UWO & opening balance	
Food Bank	10,000.00	Opening balance	
Total Expense	100,500.00		
Net Income	30,000.00		Amount to be balanced forward for 2015-2016

PSAC Local 610 Stewards Meeting
November 27, 2014 5:30 – 7:00PM – PAB 106

Health Budget

Income

	Amount	Source	Notes
Health Plan Receipts	310,570.00	UWO	Received from UWO on November 1st as outlined in Collective agreement (CA)
Interest Income	1,000.00	Term Deposit at Meridian	Received yearly from the term deposits.
Total Income	311,570.00		

Expense

Health Plan Disbursement	267,895.00	Health Plan Receipts	
Administrative Charge	39,975.00	Health Plan Receipts	
Accounting Fees	3,700.00	Health Plan Receipts	Auditing is done every year in the month of September
Total Expense	311,570.00		
Net Income	0.00		

PSAC Local 610 Stewards Meeting
November 27, 2014 5:30 – 7:00PM – PAB 106

Appendix B

Revised General Budget, 2014-15 (proposed)

The following changes are being proposed to the 2014-15 general budget:

Reducing the budget allocated to the Bylaws, Food Bank, PAC/Social Justice, Communication, Scholarship, Bursary, Finance, Mobilization and Women's Committees from \$1000 each to \$250 each.

Eliminating the budget allocated to the Ad-hoc Committee (previously \$4500).

Reducing the budget allocated to the Emergency Planning Committee from \$5000 to \$3000.

Reducing the budget allocated to General Donations from \$2500 to \$2000.

Reducing the budget allocated to Strike Support Donations from \$3000 to \$2000.

Reducing the budget allocated to Education & Training from \$6000 to \$5000.

Reducing the budget allocated to Special Events – Room Booking Fees from \$1000 to \$500.

Reducing the budget allocated to Special Events – Child Care Subsidies from \$1000 to \$500.

Increasing the budget allocated to Staff Expenses – Office Manager from \$30,000 to \$32,000.

Increasing the budget allocated to Staff Expenses – EHP Administrator from \$13,000 to \$29,250.