

Rod

AGENDA

AUGUST 4, 1987

EXECUTIVE MEETING

1. ✓ Adoption of Agenda
2. ✓ Adoption of Minutes of July 14 and 21, 1987
3. Business Arising from the Minutes
 - a. ✓ Policies re Communications Committee
 - b. ✓ Letter from Pat House
 - c. ✓ Clarification of Booking Off Policy for Attendance at Arbitrations.
4. Committee Reports
 - a. ✓ Contract Committee
 - b. ✓ Grievance Committee
 - c. ✓ Education Committee
 - d. ✓ Health and Safety
 - e. ✓ Communication Committee
 - f. ✓ Chief Steward's Report
 - g. ✓ Treasurer's Report
 - h. ✓ Trustee's Report
 - i. ✓ President's Report
5. Introduction of Business Agent.
6. New Business

Aug. 20th - Ken -
Georgetti
 - Lulu. Campus. Centre
 - For 20 d/day, chairs, usw.
 \$80⁰⁰
 - Proj / slides: \$32⁰⁰ -
 - 50 people -
 - Film \$2⁰⁰ /
 - 6³⁰
 - speaker at 7³⁰

RECEIVED

JUL 27 1987

UNIVERSITY OF TORONTO
EMPLOYEES' UNION (C.U.P.E.)

July 27, 1987

copy

To: The Executive
Canadian University Employees

I have now received a copy of the minutes of the June 30, 1987 Executive meeting which outlines your decision regarding my claim for vacation pay and objection to withholding of overtime pay.

It is my intention to respond to your decision before the end of August. However I will be out of town until August 15.

I would insist that any discussion of these matters (either at the Executive or at the membership meetings) be deferred until I am available to attend.

Thank you

Yours truly,
Patricia House

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5. Introduction of Business Agent.
6. New Business

The CUE Executive Meeting was held in the Union Office on Tuesday, August 4, 1987 with the following members present:

Adrien Kiernan (President and Chair)
Joe Denofreo (Cupe Rep)
Florence Halama
Diana Ellis (Secretary-Treasurer)
Pamela Lundrigan (Communications Committee)
Elizabeth Zook (Communications Committee)
Suzan Zagar (Trustee)
Edmund Kam (Trustee)
Eileen Robertson (Recording secretary)

Rod Haines (Guest) Business Agent

Regrets: Alannah Anderson (Vice-President)
Susan Berry (Chief Shop Steward)

The Chair called the meeting to order at 5:10 p.m.

A. APPROVAL OF AGENDA

Moved Lundrigan/Zagar adoption of the agenda.

Carried

B. APPROVAL OF MINUTES

Moved Lundrigan/Zook that the minutes of meetings, July 14, and July 21, 1987 be approved.

Carried

C. BUSINESS ARISING FROM THE MINUTES

1. Policies, re the Communications Committee

Re the subject of autonomy of the Communications Committee, Suzan had some concern that perhaps this committee not have absolute autonomy, certainly not any more than the other standing committees hold. At this time modifications were made to the list of Communications Committee Policy Recommendations.

(see attached)

Moved Zagar/Kam approval of the New Policies.

Carried

2. Letter of Pat House

A letter from Ms P. House dated July 27, 1987 was circulated for informational purposes.

Joe Denofreo promised to look into legal effects of this case for us. Ms. House feels that as members we get our legal bills paid for if we have a problem with our employer. She however did not have that access and now wants to claim legal fees. Adrien said this item will have to go back to

membership for consideration after we receive the information.

3. Clarification of booking off

A problem arose with booking off time with Kitty Byrne in that Kitty was booked off for more than one day. Clarification of the policy was requested which is that Stewards are allowed to attend arbitration as a policy given. and each arbitration is to be considered separately.

aug 4/87

D. COMMITTEE REPORTS

Contract Committee - no report

Grievance Committee

The pending arbitration has been settled.
Step 111 Hiring Grievance has been settled

Education Committee

The chair passed out a letter on Education Programs to be approved by the Executive. We will have to hold further discussions on this. Alannah has 14 people willing to attend some of these programs. Diana promised to look into costs for this type of program.

Moved Ellis/Zook that the Education Programs outlined in the letter from Dave be approved in principle.

Carried

Health & Safety Committee - Tabled

Communications Committee

The Chair apologized that a questionnaire was mistakenly attached and had gone out in the Newsletter. The Chair of this committee was happy to inform us that a social is scheduled for August 20, 1987 with speaker Ken Georgetti attending, taking place at 6:30 p.m. at Lutheran Campus Centre. The costs for the social are well under \$200.

Chief Shop Steward Report - Tabled

Trustee's Report - Tabled

Treasurer's Report - Tabled

President's Report - Tabled-

E. OTHER BUSINESS

1.
 The President circulated a letter from the Kitsilano Workshop, concerning volunteer work experience placement, for short term at the University. The chosen individual is paid by the Rehab. Society. The Committee agreed to allowing the person, to join the staff of the Finance Department for his training, providing he did not do bargaining unit work, which normally would be done by a bargaining unit person. The Finance Department have offered to take the person for a short period to learn some book keeping skills to find out if he has an aptitude for that kind of work. It is felt that if we decide on hiring in this capacity, we must make it clear that we will make the rules and have the University sign documents that stand by our contract. The letter will also stipulate that if one of our members is to train, it must be with their consent.

Moved Kam/Zook that we accept this person to try-out, with the stipulations as outlined by Joe adhered to.

Carried

2. Involuntary Transfer

Joe spoke on a case of a member who had been involuntarily transferred and who was on long term disability. On her return to work she was given an Involuntary Transfer to the 1st available Sec 4, which came up in Science. She accepted the job (coincidental vacancy) and found she could not handle it. The next three coincidental vacancies (2 in medicine) she had no medical terminology for them. The other position was in English, where she required shorthand. She did not have shorthand. She is a 14 year employee and it has been a long time since she used her shorthand. She has the option of going to English until another coincidental vacancy comes along or quit the University. She asked Joe to put a proposal to the Union and to the University as follows:

She would like to be laid off so that she can collect U.I.C. and be allowed recall to the first Sec 4 that comes along that she can qualify for. The University have nothing for her and are prepared to allow her be laid off, as long as everyone understands clearly that she had one of two choices. If the Union says no to lay off then she will be told tomorrow to go into English.

Suzan had concerns that we are violating our terms of our agreement if we allow this situation of letting her go on U.I.C and going on recall as proposed. She stated that if our contract is wrong then we will have to change it, and it should be looked at in this light.

Moved Zook/Kam to grant member's request.
 Suzan Zagar opposed.

Carried

Meeting adjourned at 7:10 p.m.

COMMUNICATION COMMITTEE POLICY RECOMMENDATIONS

1. The Newsletter is the vehicle of communication between the Union Executive and Union Membership, and is to be used by both for such purposes.
2. The compiling, printing and mailing out of the Newsletter is the responsibility of the Communications Committee. Any union member may submit material for inclusion. All submissions will be considered, but the Communications Committee retains the right to select which material will comprise any particular newsletter. In the event of too much material, the newsletter will consist primarily of union news.
3. Any suggestions regarding the newsletter should be submitted in writing c/o the Union office, Communications Committee, and will be addressed at each Communications Committee meeting.
4. The Executive may view the newsletter prior to printing, but the Communications Committee is not obligated to obtain Executive approval prior to print, but is accountable, as are all standing committees to the membership through the Executive.
5. Any material submitted after 4:00 p.m. on the deadline date (fourth Thursday of every month) will not be considered for the current newsletter.
6. In the event of too much material, the newsletter will consist primarily of union news, as prioritized below.
7. It is the responsibility of each Committee/member to submit material for the newsletter. All materials must be original typed and of camera-ready copy.
8. The setup of the newsletter will be roughly as follows:

Page:	Section:
1/2	Title/Executive Lists
3/4	Editorial/Letters to the Editor
5/6	Union News/Union News (eg. Health & Safety/Grievance Ctte Reports)
7/8	Union News/Union News (eg. Contract Ctte/Steward Reports.)
9/10	Other, eg. Campus News/BC Fed items
11/12	Personal/Personal
13/14	Other Union News (B.C. Fed, BCGEU, etc)

Canadian University Employees
Balance Sheet
31 July 1987

ASSETS

GENERAL FUND

Current

Cash	54,466.29
Petty Cash	200.00
Short Term Deposits	1,708.54
Accounts Receivable	26,100.93

82,475.76

Fixed

Furniture & Fixtures	4,816.97
Computer Equipment	8,385.20
Assets under Capital Lease	6,519.51
Less accumulated depreciation	(9,527.23)

Total fixed assets 10,194.45-----
92,670.21

STRIKE FUND ** Investments @ market value at 31/3/87 **

Cash & Term Deposits	26,084.97
Investments	128,598.00
Estimated amounts receivable	0.00
Due from General Fund	0.00

154,682.97-----
247,353.18

=====

LIABILITIES

GENERAL FUND

Current

Accounts Payable	23,295.50
Payroll Clearing	59.05
Estimated amounts payable	3,316.08

26,670.63

Obligation under Capital Lease 2,161.99

Due to Strike Fund 0.00

Un (Over) expended Revenue - Beginning of Year 14,288.29

Un (Over) expended Revenue - Current Year 49,549.30

92,670.21

STRIKE FUND

Strike Fund Balance 154,682.97

247,353.18

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Canadian University Employees
Statement of Income
7 Months Ended 31 July 1987

	Curr. Month This Year	Actual Yr.- to-Date	Budget Yr.- to-Date	Over/(Under Budget)
	-----	-----	-----	-----
REVENUE				
Dues & Initiation Fees	26,409.74	178,342.66	178,833.69	(491.03)
Interest Income	117.71	758.67	591.50	167.17
Donations and Other	0.00	0.00	0.00	0.00
C.U.P.E. Grant	3,000.00	21,000.00	21,000.00	0.00
Expense Recovery	0.00	1,626.26	0.00	1,626.26
	-----	-----	-----	-----
	29,527.45	201,727.59	200,425.19	1,302.40
	-----	-----	-----	-----
EXPENDITURES				
Arbitration Expense	298.10	298.10	3,500.00	(3,201.90)
Contribution to Strike Fund	0.00	0.00	0.00	0.00
Course Fees and Conferences	0.00	585.74	7,000.00	(6,414.26)
Depreciation	233.12	1,606.89	1,598.31	8.58
Donations	0.00	0.00	350.00	(350.00)
Subscriptions	0.00	409.00	700.00	(291.00)
Employee Benefits - UIC/ CPP	124.02	894.69	1,458.31	(563.62)
Employee Benefits - Other	183.00	256.52	583.31	(326.79)
Equipment Lease	0.00	224.80	2,100.00	(1,875.20)
Executive & Committee Expenses	200.10	1,353.34	1,400.00	(46.66)
Exec & Comm Booking Off	500.00	3,818.83	3,791.69	27.14
Insurance	0.00	758.44	466.69	291.75
Interest & Bank Charges	7.00	648.36	107.94	540.42
Legal/Accounting Fees	375.00	2,761.00	5,541.69	(2,780.69)
Medical Benefits--Members	180.02	3,968.21	4,666.69	(698.48)
Newsletter	(195.28)	754.72	1,866.69	(1,111.97)
Office Supplies	328.48	5,399.13	4,666.69	732.44
Per Capita Tax -- C.U.P.E.	14,247.56	96,344.29	99,166.69	(2,822.40)
Per Capita Tax -- Other	0.00	0.00	0.00	0.00
Petty Cash Expense	0.00	0.00	0.00	0.00
Postage/Courier	112.00	455.46	350.00	105.46
Printing	994.22	390.80	2,800.00	(2,409.20)
Professional & Consulting	0.00	0.00	700.00	(700.00)
Rent & Taxes	450.00	3,114.76	3,033.94	80.82
Repairs & Maintenance	80.00	1,263.23	875.00	388.23
Salaries - Union Office Staff	4,633.42	24,085.21	30,333.31	(6,248.10)
Taxi & Parking Expenses	0.00	844.80	700.00	144.80
Telephone	136.02	1,371.78	1,633.31	(261.53)
Utilities	93.73	570.19	495.81	74.38
	-----	-----	-----	-----
	22,980.51	152,178.29	179,886.07	(27,707.78)
	-----	-----	-----	-----
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES FOR THE PERIOD				
	6,546.94	49,549.30	20,539.12	29,010.18
	=====	=====	=====	=====

Canadian University Employees

Statement of Income

7 Months Ended 31 July 1987

	Curr. Month This Year	Actual Yr.- to-Date
	-----	-----
REVENUE		
Dues & Initiation Fees	26,409.74	178,342.66
Interest Income	117.71	758.67
Donations and Other	0.00	0.00
C.U.P.E. Grant	3,000.00	21,000.00
Expense Recovery	0.00	1,626.26
	-----	-----
	29,527.45	201,727.59
	-----	-----
EXPENDITURES		
Arbitration Expense	298.10	298.10
Contribution to Strike Fund	0.00	0.00
Course Fees and Conferences	0.00	585.74
Depreciation	233.12	1,606.89
Donations	0.00	0.00
Subscriptions	0.00	409.00
Equipment Lease	0.00	224.80
Executive & Committee Expenses	200.10	1,353.34
Exec & Comm Booking Off	500.00	3,818.83
Insurance	0.00	758.44
Interest & Bank Charges	7.00	648.36
Legal/Accounting Fees	375.00	2,761.00
Medical Benefits--Members	180.02	3,968.21
Newsletter	(195.28)	754.72
Office Supplies	328.48	5,399.13
Per Capita Tax -- C.U.P.E.	14,247.56	96,344.29
Per Capita Tax -- Other	0.00	0.00
Petty Cash Expense	0.00	0.00
Postage/Courier	112.00	455.46
Printing	994.22	390.80
Professional & Consulting	0.00	0.00
Rent & Taxes	450.00	3,114.76
Repairs & Maintenance	80.00	1,263.23
Salaries - Union Office Staff	4,633.42	24,085.21
Benefits - Union Office Staff	307.02	1,151.21
Taxi & Parking Expenses	0.00	844.80
Telephone	136.02	1,371.78
Utilities	93.73	570.19
	-----	-----
	22,980.51	152,178.29
	-----	-----
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES FOR THE PERIOD	6,546.94	49,549.30
	=====	=====

Canadian University Employees
Statement of Strike Fund Balance
7 Months Ended 31 July 1987

Balance, Beginning of Year	138,670.27
Contribution from General Fund	0.00
Member Assessment for Strike Fund	0.00
Investment Earnings	16,013.70
Disbursements	1.00
Forgiven General Fund Obligation	0.00
Balance as of 31 July 1987	----- 154,682.97 =====

31 July 1987

Transaction Batch List

Current Fiscal Period: 7

Transaction Batch Number: 30

Tn No	Fisc Pd	Sc	Date	Acct - Dept	// Reference & Description	Debit	Credit	Errors
1	7	0	Jul 31 87	4200	Rent & Taxes 863 DAKRALDA	513.76		
2	7	0	Jul 31 87	4240	Utilities 863 DAKRALDA	57.46		
3	7	0	Jul 31 87	4210	Repairs & Maintenance 864 DONNILEE	120.00		
4	7	0	Jul 31 87	2005	Due to Receiver General 865 REC GEN	7.84		
5	7	0	Jul 31 87	4180	Postage/Courier 867 GELCO	50.85		
6	7	0	Jul 31 87	4185	Printing 868 NEW WEST PRESS	350.22		
7	7	0	Jul 31 87	4210	Repairs & Maintenance 869 UBC ENDOWMENT LANDS	26.00		
8	7	0	Jul 31 87	4225	Taxi & Parking Expenses 869 UBC ENDOWMENT LANDS	360.00		
9	7	0	Jul 31 87	4145	Office Supplies 870 UBC BOOKSTORE	281.11		
10	7	0	Jul 31 87	4220	Salaries - Union Office Staff 871 UBC	480.48		
11	7	0	Jul 31 87	4130	Legal/Accounting Fees 872 DUNWOODY	375.00		
12	7	0	Jul 31 87	2010	Estimated amounts owing 873 BONDY	650.00		
13	7	0	Jul 31 87	4140	Newsletter 874 BRIT AMER BANK NOTE	429.22		
14	7	0	Jul 31 87	4185	Printing 874 BRIT AMER BANK NOTE	644.00		
15	7	0	Jul 31 87	4145	Office Supplies 875 HORWOODS OFFICE SUPPLY	178.85		
16	7	0	Jul 31 87	2020	Payroll Clearing 876 ROBERTSON	572.06		
17	7	0	Jul 31 87	4090	Executive & Committee Expenses 877 KIERNAN	93.50		
18	7	0	Jul 31 87	4240	Utilities 878 BC HYDRO	93.73		
19	7	0	Jul 31 87	4180	Postage/Courier 879 GELCO	25.10		
20	7	0	Jul 31 87	4130	Legal/Accounting Fees 880 DUNWOODY	375.00		
21	7	0	Jul 31 87	4140	Newsletter 881 MAIL-O-MATIC	325.50		

Transaction Batch Number: 30

Tn No	Fisc Pd Sc	Date	Acct - Dept	// Reference & Description	Debit	Credit	Errors
22	7 0	Jul 31 87	4150	Per Capita Tax -- C.U.P.E. 882 CUPE	14,057.61		
23	7 0	Jul 31 87	1000	TCU - Chequing Account JULY CHEQUES		20,067.29	WARNING - No reference used.
BATCH TOTALS:					20,067.29	20,067.29	
Out of balance by:					0.00		

0 errors flagged.
23 transactions in batch.