

Agenda:

1. Adopt agenda
2. Adopt minutes
3. Correspondence
4. Standing Committees - arranging meetings
5. Discussion of Role of Executive
6. Items tabled by membership meeting for further consideration by Executive
 - a) Constitutional amendment; b) tape recorder
7. Business arising from minutes - part-time work in union office; seminars on contract; shift differential
8. Communications Cmte. Report - tabloid
9. Strike Cmte. Report
10. Grievance Cmte. Report
11. Possible scab trial
12. Report on meeting with Faculty Assn.
13. Provincial report
14. Meeting re. Bill C-73 at BCTF
15. Other Business

Ian Mackenzie in the chair.

Present: Robert Gaytan, Trustee; Neil Boucher, A; Nancy White, Trustee; Penny Swansen, Communications Cmte.; Jerry Andersen, B; Peggy Smith, Organizer; Carol Pincock, Strike Cmte.; Joan Cosar, H; Margot Scherk, D; Marcel Dionne, Grievance Cmte.; Nancy Wiggs, V.P.; Ian Mackenzie, Pres.; Frances Wasserlein, Treasurer; Janice Doyle, F; Bonnie Schoenberger, Secretary.

1. Adoption of Agenda

The agenda was amended as shown above and,

Nancy/Marcel That the agenda as amended be adopted. CARRIED

2. Adoption of Minutes

Ian mentioned that he had not been opposed to showing the film at the membership meeting, only that he would prefer it be shown at the end of that meeting.

Nancy/Margot That the minutes as amended be adopted. CARRIED

3. Correspondence

- a) letter from Archaeology suggesting changes in the trial procedure (referred to later in the meeting)
- b) letter from Emerald stating that she felt the executive were unaware of how the union office was run (referred to later discussion)
- c) Joan read a letter she had received from the Commadore which summarized their facilities and solicited our business

4. Standing Committees

It was decided that it was time to get the new standing committee members together in a joint meeting comprising old and new members of all committees, including representatives from the executive. Peggy will draw together a list of people on these committees and Ian will call the meeting. Nancy and Ian will work out what the discussion should involve at the meeting - responsibilities, powers and duties. This meeting would clear up the uncertainties that existed last year. Frances mentioned that she would not be able to attend any Wednesday evening meetings in March. Ian has sent to the university a list of our members on the various committees.

5. Discussion of the Role of Executive

It was felt that to make the executive function more efficiently it would be necessary for more people to make a greater contribution. That there should be wider discussion of the executive's role than as presented on the agenda with comments coming from everyone. It was agreed that the system of a rotating chairperson, as was used last year was an effective way of dealing with the responsibility and power that goes with setting the agenda and that this duty should not rest with one individual because of the power involved. Along this line a deadline for submission of material to be included in the agenda should be set and to help the individual who is working on the agenda a skeleton from which they could expand should be prepared.

One of the problems with the executive meetings has been the lack of attendance and it was pointed out that according to our constitution a person missing three consecutive meetings might lose their position. The idea of having an alternate was raised and it was generally agreed that every member of the executive should have an alternate to attend those meetings which the regular member cannot. There should also be further discussion about which nights of the weeks would be best for meetings (this matter was to be covered further in the agenda).

It was pointed out that notices of meetings and minutes and agendas should be sent in envelopes marked personal and confidential as some people do not handle their mail directly but receive it after another person has opened it.

Frances/Nancy That executive meetings, commencing with the next meeting, have a rotating chair, in alphabetical order, and that all item submitted are to be included on the agenda. CARRIED

Jerry said that he would prepare a brief on "how to chair" and a skeleton agenda. It was decided that it would be the responsibility of the chairperson to draw up and distribute the agenda at least 4 days in advance of the meeting. It was also suggested that approximately 5 minutes should be set aside at the end of the meeting for an evaluation of how the chairperson managed the meeting.

It was felt that the minutes should indicate who the next chairperson will be. Jerry Anderson will chair the 25th February meeting. At this point Neil mentioned that he will be taking a 6 week leave of absence from the executive, with Vicki Meynert as his alternate.

Nancy/Frances That the planning of the membership meeting agenda be at the top of the Executive agenda for the meeting preceding the membership meeting. Only those items that must be discussed before going on the agenda should come before the drawing up of same. CARRIED

Nancy/Robert That suggested time limits be carefully considered and placed on all agenda items for the membership meetings.

This action would be dependent upon getting the committee reports before setting the agenda. These time limits are just suggestions and it should be made clear that if discussion is to continue past them, items at the end of the agenda may not be discussed at all and it was generally felt there should be a note to this effect at the top of the agenda. If people could receive written reports prior to the meetings this time could be used for updating and answering questions, rather than reading a prepared report. Time limits might encourage people to be concise but if discussion does continue a motion to extend the time limit could be made.

CARRIED

Nancy/Marcel That a particular member of the Executive be designated for each Executive recommendation or report being presented to the membership. Such member should be responsible for motivating the recommendation.
CARRIED

Nancy/Joan That the following proposal be taken to the membership: That a time limit of 3 minutes be placed on each person on the speaker's list, and that someone volunteer to keep time.

It was pointed out that this system works at Simon Fraser, although their meetings are only 30 minutes long and thus it is more important that speakers be brief. One member was concerned that people would pay more attention to the keeping to time limits than they would to what the individual was saying. It was decided that this matter should be taken to the membership, that it was not something which the executive could present a recommendation on as members were on both sides of the issue. If discussion was to the point why should an individual have to stop at the 3 minute mark? Nancy agreed to bring motivation of this proposal to the next executive meeting.
CARRIED

Nancy/Marcel That all committee reports be in writing, and mailed out with the agenda. Each committee should, no later than the Executive meeting at which we draw up the agenda, inform us of how much time they think they will need for actual discussion and updating of their report.

This would allow members more time to think about and discuss the reports and prepare their comments for the membership meeting. It was felt that these reports could be published in the newsletter if the communications committee could get going again. It was also felt that the function of membership meetings should be along the lines of debate and decision-making, not just report presenting.
CARRIED

At this point we received the sad news that Nancy White will have to resign her position of Trustee.

Discussion then turned to the grievance committee as Marcel had to leave and had a couple of items which required immediate discussion with the executive. The situation has developed where the university is not following the contract at all and the grievance committee wants to send a letter to Connaghan indicating their dissatisfaction with the university labour committee. He wanted to enlist the help of the executive in writing this letter. It was felt that since the grievance committee is the sole body responsible for the union's interpretation of the contract, the executive should not become involved in this matter officially. Frances did offer to help prepare the letter though.

The next issue Marcel raised was the application to an anti-inflation review board which the university had been pressing for. It was felt that they should not discuss this with the university at all as our interpretation of the letter of agreement was that an application would be made only if the board called for one and no notice had been received. An application would be, in the union's view, a contravention of the contract if there had been no request for one made.

Frances expressed an interest in attending the upcoming grievance committee meeting with the university and it was felt that she could do this as a representative for a division which has not elected one. In this way she would be able to participate in the discussions.

Nancy/Janice That Executive meetings be held on the Tuesday following a membership meeting to carry out any action required, and one on the Wednesday 11 working days prior to the membership meeting to prepare for that meeting.
CARRIED

Nancy/Joan That a summary of all motions passed at the executive meetings should constitute an executive report and be circulated with the agenda for membership meetings.

There was discussion concerning the amount of information which should be part of the executive report and where this report should be reported. Executive representatives could receive more than one copy of the minutes in the event any members wished to read them, or the minutes could be summarized in the newsletter along with other committee reports.
CARRIED

It was mentioned that on the agenda for membership meetings there should be an item for discussion of and questions concerning the executive report.

Carol had to leave the meeting and as Nancy had practically dragged her to it, discussion turned to the Strike Committee report.

Strike Report (Carol)

Sub-committees are meeting independently and working on the report. There is to be a meeting on Sunday, Feb. 22 and input from anyone was welcomed. The meeting is at 10 a.m. in the union office. The CCU convention is also on Sunday.

Part-time Work

Jerry has offered to arrange the union office library and files and is willing to work every other Friday and Saturday but would like to be paid for those days. No one was sure what policy had been set regarding the payment of people on their days off which is quite different from paying people who have taken a short term leave from their jobs to assist in the union office. It was felt that action should not be taken first and then look into the appropriateness of that action. The matter will be raised at the next membership meeting. Jerry mentioned that it was quite likely that if he took a leave of absence his job would not be there when he returned, no matter how long the absence had been.

Tabloid

Frances/ That we request from data processing the labels for all employed staff at UBC, including all unions, faculty, T.A.'s, etc., and that copies of the Tabloid be put at the usual drop points for the Ubessey. Copies should also be sent to the provincial association and a sufficient number left in the union office, as well as some sent to interested off-campus parties.
CARRIED

At this point the quorum was lost and the meeting adjourned, although informal discussion continued.

Meeting adjourned, 7:15 p.m.

Next Executive Meeting - 25 February, 1976: Jerry Anderson, Chairperson