



**UNION OF GRADUATE STUDENT WORKERS (UGSW)  
GENERAL MEMBERSHIP MEETING – THURSDAY, FEBRUARY 22<sup>nd</sup>, 2018**

**Present:** Sha Bo, Fady Botros, Kristin Dinning, Brittany Dixon, Sarah Johnson, Bipin Kumar, Amy Savile, Jim Willar

**Non-voting:** Rebecca Caissie, Kendra Haines, Thalia Nikolaidou

**Guests:** Monique Laplante (PSAC)

**Recording Secretary:** Jim Willar (delegated by Kendra Haines)

1. **Call to order:** Meeting called to order at 5:47pm by A. Savile
2. **Wolastoq Acknowledgement:** Amy Savile acknowledged the meeting takes place on unceded Wolastoq territory
3. **Reading of the PSAC Statement on Harassment:** Jim Willar read the PSAC Statement on Harassment to the audience
4. **Approval of the Chair:**  
**Motion** by Bipin Kumar to appoint Amy Savile as meeting chair. Seconded by Fady Botros. Motion carried.
5. **Approval of the Agenda:**  
Amy recommended additional topics for 'new business' to discuss employment contracts.  
**Motion** by Bipin Kumar to approve amended agenda. Seconded by Brittany Dixon. Motion carried.
6. Approval of the previous General Membership Meeting Minutes  
**Motion** by Fady Botros to approve previous GMM minutes. Seconded by Brittany Dixon. Motion carried.
7. **Business arriving from the minutes:** No business to report
8. **Reports from the Executive Officers and Committee Chairs**  
Chief Steward's Report: Full report available online on the website. Jim Willar noted that he will be moving away in May so encouraged new members come forward for the role; he intends to make himself available to the delegate until May in order to support the transition. Jim noted the training he received and the administrative tasks he assisted with – although sometimes arduous, he emphasized the importance and strength these duties offer the Union. He thanked his fellow Executive members for their support and efforts.

Vice-President Fredericton Report: Full report available online on the website. Fady Botros highlighted the training he has received and the joint and advisory committees he has participated on at UNB. Looking forward, he intends to focus on enhancing the UGSW website. Fady chairs the committee for International Students and sits on the committee for Intellectual Property Rights.

Vice-President Saint John Report: Full report available online on the website. Tammy (Sha) Bo described the tasks she fulfills to support Saint John members, as well as the collaborative work she has done with GSA-SJ. Tammy sits on the Joint Union-Management Committee and the committee for International Students.

Secretary's Report: Kendra Haines had to exit early for a Faculty meeting.

Treasurer's Report: Full report available online on the website. Bipin Kumar described the work that has been done to stream-line accounting obligations to both PSAC and the membership. This included new filing and claims processes for expenses and entering all data into Quickbooks. We also received an external from Ernie Caissie (President for Unifor Local 4504. Our financial report must be adopted and submitted to PSAC within specified deadlines (three months after end of fiscal period). The Executive is recommending that Ernie remain on the Finance Committee for our coming May audit; however, we also need a membership representative.

Bipin explained that the second financial report is shortened due to our transition from a fiscal period beginning in September to one beginning in May. He also described the work that went into revising the Bylaws to fit both the language of the new Collective Agreement and common practices. He also noted the work done to enhance internal practices and procedures.

President's Report: Full report available online on the website. Amy Savile noted that much of content from their report is noted by fellow Executive members. Amy emphasized the efforts going into collaboration with both fellow student organizations within and beyond UNB, administrators of the University, and fellow Unions in Fredericton to reach UGSW goals.

Amy will be representing UGSW at the upcoming PSAC Triennial Convention and recommends members reach out to them at [president@ugsw.ca](mailto:president@ugsw.ca) with any requests or concerns for Amy to raise, in advance of the conference.

Amy emphasized the need for stewards to represent GAUs, as well as the need for members to reach out to each other and to their Union representatives in order to ensure everyone is aware of the rights and resources provided in the Collective Agreement and by both the Public Service Alliance of Canada and the Union of Graduate Student Workers.

## 9. New Business:

a. Audited Financial Report: Due to the overlap resulting from fiscal transition, Bipin presented both the Audited Report for September 2016 to August 2017, as well as an interim report from September 2017 to February 2018. The latter was used to create a balance-based, rather than projection-based, budget for May 2018 to April 2019.

**Motion** by Bipin Kumar to approve the audited report for submission to the PSAC. Seconded by Jim Willar.

Motion carried.

b. Proposed Budget (May 2018 – April 2019): Bipin presented the budget, recommended by the Executive Committee for Membership approval. Bipin explained the separate allocation of both a bargaining fund and the one-time CA Enforcement allowance received from UNB and intended to last until *at least* 2021. After further research into bargaining costs, some of the proposed surplus may be used to contribute to the bargaining fund.

A member requested a comparison with previous budgets. No budget was presented in 2016; Amy and Bipin explained that the previous adopted budget overlaps in dates with the new one due to fiscal period change, but the two were displayed beside one another for reference.

**Motion** by Bipin Kumar to adopt the proposed budget. Seconded by Fady Botros.

Motion carried.

c. Proposed Bylaw Revisions/Amendments: In case PSAC requires changes be considered amendments rather than overall revisions, Monique (PSAC) proposed a section by section review and vote on the bylaw changes, with a motion to adopt changes to each section. Amy and fellow Executive members explained the reasoning for each change and advised that all members can request access to the track-changes version in the future if they want to compare changes. Major changes included incorporation of gender-neutral language, acknowledging the Union's accountability and connection with PSAC, underscoring that the overarching power of the Union comes from those participating in General Membership Meetings, leveling out and sharing some Executive responsibilities, and adjusting language to account for fiscal and CA changes.

i) Article 5 - Definitions: **Motion** by Jim Willar to adopt changes to Article 5.

Seconded by Sarah Johnson. No questions raised from the floor.

Motion carried unanimously.

ii) Article 6 - Membership: **Motion** by Fady Botros to adopt changes to Article 6.

Seconded by Bipin Kumar. No questions raised from the floor.

Motion carried unanimously.

iii) Article 7 – Membership Rights and Privileges: **Motion** by Brittany Dixon to adopt changes to Article 7. Seconded by Tammy Bo. No questions raised from the floor.

Motion carried unanimously.

iv) Article 8 – Suspension or Exclusion: **Motion** by Bipin Kumar to adopt changes to Article 8. Seconded by Jim Willar. No questions raised from the floor.  
Motion carried unanimously.

v) Article 9 – Dues: **Motion** by Fady Botros to adopt changes to Article 9. Seconded by Jim Willar. No questions raised from the floor.  
Motion carried unanimously.

vi) Article 10 – Financial Provisions: **Motion** by Jim Willar to adopt changes to Article 10. Seconded by Brittany Dixon. No questions raised from the floor.  
Motion carried unanimously.

vii) Article 11 – Organizational Structure and Governance: **Motion** by Fady Botros to adopt changes to Article 11. Seconded by Sarah Johnson. No questions raised from the floor.  
Motion carried unanimously.

viii) Article 12 – General Membership Meeting: **Motion** by Bipin Kumar to adopt changes to Article 12. Seconded by Tammy Bo. Monique (PSAC) recommended change Article 12.04 in the future so that more than one member must request a secret ballot for votes. Suggestion tabled as a potential amendment to propose at the Fall GMM. No further questions from the floor.  
Motion carried unanimously.

ix) Article 13 – Executive Committee: **Motion** by Jim Willar to adopt changes to Article 13. Seconded by Bipin Kumar. No questions raised from the floor.  
Motion carried unanimously.

x) Article 14 – Executive Committee Meetings: **Motion** by Brittany Dixon to adopt changes to Article 14. Seconded by Bipin Kumar. No questions raised from the floor.  
Motion carried unanimously.

xi) Article 15 – Duties of Executive Officers: **Motion** by Fady Botros to adopt changes to Article 15. Seconded by Bipin Kumar. No questions raised from the floor.  
Motion carried unanimously.

xii) Article 16 - Committees: **Motion** by Jim Willar to adopt changes to Article 16. Seconded by Bipin Kumar. No questions raised from the floor.  
Motion carried unanimously.

xiii) Article 17 – Financial Committee: **Motion** by Fady Botros to adopt changes to Article 17. Seconded by Jim Willar. No questions raised from the floor.  
Motion carried unanimously.

xiv) Article 18 – Code of Rules and Procedure: **Motion** by Tammy Bo to adopt changes to Article 18. Seconded by Jim Willar. No questions raised from the floor.  
Motion carried unanimously.

**Motion** by Bipin Kumar to accept the entirety of the proposed bylaws changes and the result be adopted as the Local's current Bylaws. Seconded by Brittany Dixon.  
Motion carried unanimously.

d) By-election of Chief Steward: No nominations at this time. The Executive Committee will need to delegate a temporary Chief Steward until elections in the Fall GMM.

e) Call for Stewards: No volunteers from the floor. Members may speak to the Executive Committee at any time if they are interested in these positions.

f) Employment Contracts: The Executive Committee underscored that Appendix B1 and B2 forms, once signed by all necessary parties, are binding employment contracts. Student employees and their Union representatives must be notified of any proposed changes to a fully-signed contract. Members are entitled to negotiation, with Union representation present, in the event that changes are being recommended, up to and including the drafting of Appendix C1 or C2 Employment Contract Amendment Request forms.

#### 10. **Other business:**

Member concern: A visiting member requested clarification regarding hour tracking and accounting for GSTA/GSRA positions, with the concern that it is making employment supervisors have to account for and justify each hour of work being assigned to Graduate Student workers, with the risk of subsequently reducing their hours in their upcoming contracts. Recommendation for, and guidance on, such a practice is not found in the Collective Agreement and the Executive Committee will seek clarification from involved parties. The concern was tabled and will be addressed in a private meeting to take place on a date after the GMM; however, members are advised to speak with an Executive member if they have been impacted by this or similar practices.

11. **Adjournment: Motion** to adjourn by Jim Willar. Seconded by Brittany Dixon. Motion carried and meeting adjourned at 7:53 pm.