



Representing Contract Faculty, Teaching Assistants, Graduate Assistants,
and Part-Time Librarians and Archivists @York University, Toronto

Canadian Union of Public Employees/Syndicat canadien de la fonction publique local/section locale 3903

EXECUTIVE REPORTS (September 2020)

Name: Maija Duncan

Position: Chairperson

Date of submission: September 25th, 2020

Report Period: Aug 26th-Sept 25th

Duties of the position: Organizing the day-to-day operations of the local, including supervising staff, ensuring the smooth running of the executive committee, chairing meetings, acting as a signing authority, liaising with CUPE National, and acting as main contact with legal counsel.

Projects, priorities, and tasks for this period:

- Liaised with CUPE National to help launch a campaign to support Unit 4 re: job cuts
- Presented the Step 4 grievance on the Graduate Assistant Training Fund along with Unit 3 reps; participated in related strategy discussions
- Provided edits to this year's members manual and assorted exec communications projects
- Anonymized Equity Officer applications, of which there were a large number
- Assisted the Employment Equity Committee (in the absence of an Equity Officer)
- Assisted staff with grievances, member questions, etc. when requested.
- Followed up multiple times with Faculty Relations regarding the reasons behind the denial of LSTAs. We need to keep a close eye on the situation; why don't they want us to know why they've denied people?

Difficulties and recommendations: Being down a Chief Steward Unit 2 at this time of year, especially considering the higher-than-usual number of concerns due to COVID, presents some challenges. That is why I supported pro temming someone into the position, as much as that is something I usually like to avoid.

Plans for next month: We will need to keep pushing on all of the items above, as well as supporting the bargaining team, help coordinate Equity Officer interviews, orienting a new EO and temporary CS2, hold another bargaining SGMM on October 9th, and any other issues that arise (and arise they will).

Meeting and event attendance:

Exec Meetings: Aug 27, Sept 15, Sept 17 (joint with BT), Sept 22

(S)GMMs: Aug 28 (bargaining SGMM)

Other Meetings/Events: Unit 3 strategy meeting (Sept 3), U3 step 4 meeting (Sept 8), meeting with National to discuss Unit 4 campaign (Sept 11), Union1 grievance software demo (Sept 14), Employment equity committee (EEC) pre-meeting (Sept 21), EEC meeting with employer (Sept 24), bargaining team meeting (Sept 25)



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Name: Emilie Hurst

Position: Recording Secretary/Research Officer

Date of submission: September 25th

Report Period: Aug 25-Sept 25

Duties of the position: Taking minutes at all meetings of the local and keeping their records. Compiling and maintaining a policy book of the various policies passed by both GMMs and the Executive. Ensuring that the local's funds are used only as authorized or directed by the National Constitution, Local Union bylaws, or vote of the membership. Performing or arranging specific research tasks required by the Executive and/or the membership. Fulfilling other administrative duties as directed by the Executive Committee. Keeping a record of all correspondence received and sent out.

Projects, priorities, and tasks for this period:

- Preparing agendas and minutes for 3 exec meetings, the bargaining SGMM and Sept GMM
- Coordinated internal use of google calendar to facilitate scheduling
- Developed a naming conventions for our Google Drive - slowly starting to go through all the files and changing them to comply to increase consistency and searchability
- Created excel tracking document for bylaws
- Created excel document to track all motions passed to help with updating policy manual
- Keeping up with emails
- Reviewing resumes for Equity Officer (over 80!) and collaborated with other hiring committee members to create a short list of candidates

Difficulties and recommendations:

- So. Much. Zoom.

Plans for next month:

- Create a full inventory of documents in our Google Drive
- Interviews for Hiring Committee. This will occupy much of the early weeks of October

Meeting and event attendance:

Exec Meetings: Aug 27, Sept 15, 22

(S)GMMs: Aug 28 (Bargaining)

Other Meetings/Events: Sept 14 (Union 1 Live Demo); Sept 16th (Hiring Cmt); Sept 17th (Joint exec-BT)



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Name: Michael Laurentius

Position: Secretary-Treasurer

Date of submission: 25 September 2020

Report Period: 26 August - 25 September 2020

Duties of the position: The Treasurer shall be responsible for keeping all financial accounts of the Local and shall be responsible for maintaining correct and proper accounts of all its members. Maintenance of the financial accounts of the Local shall require that the Treasurer, throughout her term, and on behalf of the Local's membership, be responsible for maintaining, organizing, safeguarding, and keeping on file all supporting documents, authorizations, invoices and/or vouchers for every disbursement made, receipts for all monies sent to CUPE National and any other organization to which the local is affiliated, as well as records and supporting documents for all income received by the Local Union.

Projects, priorities, and tasks for this period:

- Assisted Financial Coordinator with processing invoices, bills, and funds e-transfers
- Maintained updated membership list based on monthly/bi-weekly dues lists
- Transitioned meeting logistics re: Executive Committee meetings, GMMs, and town halls over to the VPs
- Sat on EO Hiring Committee has 1281-3903 LMC rep
- Set up Executive Committee with Union Digital re: Union 1; requested formal proposal to be brought to Executive and membership as option to UnionWare
- Assisted Staff with policy grievance re: Unjust Enrichment and SunLife Benefits extension, including collecting cases of hardship
- Assisted Staff with general workload, particularly questions re: RCDRF, benefits, Unit 1 CA issues, etc.
- Met with Executive Committee and Staff member from Local 3904 to discuss 3903's system of online fund forms and direct deposit
- Attend meetings re: grassroots grad student organizing around issues of bargaining, international students, and COVID
- Secured release of the majority of 2020-21 CA Funds from Employer

Difficulties and recommendations:

- Not enough hours in a day

Plans for next month:

- Will continue to press Employer for the release of EHB funds
- Help prepare policy grievance re: Benefits for mediation
- Complete hiring of new EO

Meeting and event attendance:

Exec Meetings: Aug 27, Sept 15, 22

(S)GMMs: Aug 28,



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Other Meetings/Events: Sept 11 (BT), 11 (VPs), 14 (Union1), 16 (Hiring Ctte), 18 (3904), 18 (Benefits grievance pre-meeting), 21 (Grassroots grad student organizing), 24 (Benefits grievance)



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Name: Parbattie Ramsarran

Position: Grievance Officer

Date of submission: Sept. 22nd, 2020

Report Period:

Duties of the position: Handling and processing of all grievances and for the administration of the collective agreements, in concert with the grievance committee. Educating members about the collective agreements, how they work, and how they should be enforced. Chairing all Grievance Committee meetings.

Projects, priorities, and tasks for this period: Setting up check - ins with staff. Trying to master doodle, attended meetings, history of seniority, answering emails, hiring meeting, bargaining meeting and executive meetings

Difficulties and recommendations:

I remain completely overwhelmed by the number of emails and frequently, the content. Currently, trying to juggle a teaching load and fulfilling my responsibilities as GO.

Plans for next month:

For next month, I plan to try and stay afloat. Many meetings and events coming up.

Meeting and event attendance:

Exec Meetings: Several

(S)GMMs: 1 - I think

Other Meetings/Events: Bargaining and Hiring



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Name: Firoza Elavia

Position: Communications Officer

Date of submission:
Sept. 25, 2020

Report Period: Aug. 26-Sept. 25

Duties of the position: Manage the local's communications, including maintaining and updating the website, sending the weekly newsletter, maintaining a social media presence, and other projects pertaining to communications and media relations.

Projects, priorities, and tasks for this period:

Website news and information updates;
Weekly newsletters and special announcements -- compiled and edited;
Maintained 3903 Calendar;
Maintained social media: Facebook and Twitter;
Edited Letter: Response to President Lenton;
Writing bargaining update;
Organized, compiled and copy-edited Members' Manual;
Regular postings of news and information to Anti-Racism Committee;
Organizing Anti-Racism Committee meeting;
Organizing Communications Committee Meeting;
Collaborating and planning with Affordable Housing Committee for bargaining;
Organizing and planning for Employment Equity Committee mtg. & pre-meetings;
Organizing and planning for bargaining -- specifically related to anti-racism and equity issues;
Email correspondence (daily): Executive, BT and membership;
Updating listservs for new subscribers to CUPE Newsletter & ARC.

Difficulties and recommendations:

Meeting and event attendance:

Exec Meetings: Aug. 27; Sept. 15; Sept. 22.

(S)GMMs: Aug. 28.

Other Meetings/Events:

BT Sept. 11;
Joint BT-Exec. Sept. 17;
EEC pre-meeting Sept. 9;
EEC pre-meeting Sept. 21;
Comms. & Media Sept. 23;
EEC Sept. 24;
BT Sept. 25.



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Name: Alie Hermanutz

Position: Chief Steward Unit 1

Date of submission: September 22, 2020

Report Period: August 25-September 22

Duties of the position:

- (a) The Chief Stewards shall be responsible for the mobilisation/coordination of all departmental/divisional stewards from all units, and for the calling and chairing of all stewards' council meetings.
- (b) The Chief Stewards shall report to the executive on all business conducted at the stewards' council meetings, including all recommendations for executive decision or action.
- (c) The Chief Stewards shall render assistance to any member of the Executive as directed by the Executive Committee.

Projects, priorities, and tasks for this period:

- Finished department orientations finally! This included reusable digital content that is now being hosted through our YouTube and by the Teaching Commons. Collectively we did some 35 odd departments. Revamping all materials to a digital format took a very long time!
- There are many unresolved issues Unit 1 members are facing that could all result in grievances. With any luck, they'll be resolved informally by month's end.
- Ensuring strong engagement from/with the SC/BMC in this early bargaining period.
- Organizing FNSWG new member meetings and one-on-ones

Difficulties and recommendations:

- From what I understand, the volume of Unit 1 member issues that are being aired out is above and beyond what normal Septembers are like. As such, I've taken on a lot of work (with Baolinh's guidance and help!) for members who are having workload, communication, contract arrangement issues.
- With our CSU2, Tanya da Sylva, leaving her post I am worried about an increased workload for the coming weeks until we have someone to take over the position and help.

Plans for next month:

- Ensuring the new departmental stewards get settled into their roles and hosting a stewards' training in October
- Figuring out the SC budget and action plans for this bargaining round

Meeting and event attendance:

Exec Meetings: Sept. 15; Sept. 22; Bargaining Team-Exec joint meeting (Sept. 17)

(S)GMMs: N/A

Other Meetings/Events: Grievance Committee meeting (Sept. 3); Meeting for harassment grievance matter (Sept. 10); Union1 Live Demo (Sept. 14); Chief Stewards meeting (Sept. 18)

Stewards Council: Forthcoming on Sept. 30



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Name:

Position: Chief Steward Unit 2

Date of submission:

Report Period:

Duties of the position:

- (a) The Chief Stewards shall be responsible for the mobilisation/coordination of all departmental/divisional stewards from all units, and for the calling and chairing of all stewards' council meetings.
- (b) The Chief Stewards shall report to the executive on all business conducted at the stewards' council meetings, including all recommendations for executive decision or action.
- (c) The Chief Stewards shall render assistance to any member of the Executive as directed by the Executive Committee.

Projects, priorities and tasks for this period:

Difficulties and recommendations:

Plans for next month:

Meeting and event attendance:

Exec meetings:

Stewards' Council:

(S)GMMs:

Grievance Committee:

Other Meetings/Events:



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Name: Jessica Ireland

Date of submission: September 25

Position: Chief Steward Unit 3

Report Period: August 26 - September 25

Duties of the position:

- (a) The Chief Stewards shall be responsible for the mobilisation/coordination of all departmental/divisional stewards from all units, and for the calling and chairing of all stewards' council meetings.
- (b) The Chief Stewards shall report to the executive on all business conducted at the stewards' council meetings, including all recommendations for executive decision or action.
- (c) The Chief Stewards shall render assistance to any member of the Executive as directed by the Executive Committee.

Projects, priorities, and tasks for this period:

Hosted departmental orientations in Linguistics and Biology, answered members' questions and working with staff to file a new misclassified GA grievance, met with employer for GAT fund grievance (along with the Chairperson and VPU3, met with U3 VP, BT rep, Chairperson, and staff rep to brainstorm and strategize for U3, drafted a budget to be voted on at next SC meeting.

Difficulties and recommendations:

Coming up with ways to reach out to members, undergrads, and other community members while social distancing is an ongoing challenge especially now that we are in bargaining. CSU2 resigned so there will be an increased workload for the exec and for staff until that position is filled. For Unit 3, there was some discussion of opening the scope clause in bargaining or working to create a new bargaining unit to include part-time grad students, post-funding PhDs, and whoever else York is hiring to do GA work. I recommend continuing to grieve misclassified RAs, however this has proved challenging for several reasons, including for at least one member for whom reclassifying an RAship as a GAship would jeopardize other funding they receive from the university. I recommend either incorporating RAs into the Unit 3 CA by opening the scope clause during bargaining or certifying a new bargaining unit for RAs.

Plans for next month:

Attending Jane McAlevey training, organizing stewards training for new departmental stewards, coordinating with departmental stewards for distribution and completion of bargaining surveys, coming up with ways to do outreach to undergrads including potentially a student survey.

Meeting and event attendance:

Exec meetings: Aug 27, Sept 15, Sept 22

Stewards' Council: September SC meeting will be held on the 30th

(S)GMMs: Aug 28

Other Meetings/Events: Grievance committee - Sept 3, BT - Sept 11, Unit 3 planning meeting - Sept 3, Chief Stewards meeting - Sept 18, Grievance meeting - Sept 8



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Name: Stephanie Power

Position: Chief Steward, Unit 4

Date of submission: September 25, 2020

Report Period: August 25, 2020 - September 25, 2020

Duties of the position: The Chief Steward shall be responsible for:

- Reporting to the Executive on all business conducted at the Stewards' Council meetings, including all recommendations for Executive decision or action
- Rendering assistance to any member of the Executive as directed by the Exec Committee
- Surrendering, upon termination of office, all books, seals and other properties of the Local Union to her successor, and upon termination of their terms of office, provide a copy of all documents pertaining to their work to the CUPE 3903 Archive
- Advising unit 4 members on issues involving the Unit 4 Collective Agreement

Projects, priorities, and tasks for this period:

- Launched advocacy campaign for Unit 4 jobs and library support with help from CUPE Ontario; "e-blast" campaign is now live and members of the York community (and beyond) can easily email library and university administrators regarding this issue
- Worked with Chief Stewards to coordinate next meeting of the Stewards Council (September 30) and establish a preliminary budget to be discussed and approved by the membership
- Responded to queries from membership on health benefits, Unit 4 position timelines, and access to various funds (Ways & Means, Childcare, Remote Teaching, etc.) via email and through virtual consultation

Difficulties and recommendations:

- *Difficulty:* With our CSU2 resigning unexpectedly, my fellow Chief Stewards and I will be triaging issues/emails that would regularly be directed to the CSU2.
 - *Recommendation:* The executive must pull together to determine the best way to direct requests/queries based on the need and urgency of the inquiry. A temporary CSU2 will be pro-temmed in order to help manage the workload.

Plans for next month:

- Push out e-blast campaign to other members of the York community to raise awareness about the cuts to Unit 4 and library supports
- MOU regarding maximum hours of work per week for Unit 4 members has been created by legal, representatives from YUFA will join us at our next LMC (October 19th) to sign and finalize
- One more position has been posted for U4, will need to provide new/returning member with an updated version of our Members' Manual and any other relevant/useful documentation
- Stewards Training to be coordinated/budgeted for with Chief Stewards
- Continue to track any issues or queries that could be relevant for future rounds of bargaining and providing support for members via email, phone, and virtual conferencing
- Continue to provide regular updates to the membership on any changes in protocol or procedures due to COVID-19

Meeting and event attendance:

Executive Committee: September 15; September 22 **U4 LMC:** September 14



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Name: Stacey Berquist

Position: Vice President Unit 1

Date of submission: Sept 25

Report Period: Aug 25-Sept 25

Duties of the position: The Vice Presidents shall be responsible for reporting to the executive on all matters of concern or interest within and outside the university. The Vice Presidents shall liaise with other university, union, student and other organisations, both within and outside the university, and help facilitate the activity of all union committees, including the Labour Management Committee. The Vice Presidents shall render assistance to any member of the Executive as directed by the Executive Committee.

Projects, priorities, and tasks for this period: Organised nominations for September-elected committees and Elections Officers and prepared relevant materials for GMM; communicated with previous committees and prepared amendment regarding prorated honoraria; met with VPs and Treasurer so VPs could take over meeting organising and hosting logistics, and continued making plans for anti-oppression training for all committee members; helped members via email

Difficulties and recommendations: Zoom and remote-based fatigue is increasing, and it is difficult to feel engaged and help members feel engaged. The delay in receiving our EHB funds will be a source of stress for members, and for the EHB committee itself.

Plans for next month: Help transition new committees and organise orientations where necessary; finalise anti-oppression training and work with VPs to ensure communication and attendance; support committee work on anti-racism specifically around a survey construction; plan GMM and bargaining SGMM; assist as necessary to help with workload of vacant CSU2 position.

Meeting and event attendance:

Exec Meetings: Aug 27, Sept 17 (joint with BT), Sept 22

GMMs: Aug 28 (bargaining SGMM)

Other Meetings/Events: Sept 11(VP meeting)



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Name: Vanessa Lehan-Streisel

Position: Vice President Unit 2

Date of submission: Sept 25, 2020

Report Period: Aug 25-Sept 25, 2020

Duties of the position: The Vice Presidents shall be responsible for reporting to the executive on all matters of concern or interest within and outside the university. The Vice Presidents shall liaise with other university, union, student and other organisations, both within and outside the university, and help facilitate the activity of all union committees, including the Labour Management Committee. The Vice Presidents shall render assistance to any member of the Executive as directed by the Executive Committee.

Projects, priorities, and tasks for this period:

Planned GMM and SGMM with other exec members, planned Career Advisor info session, planned a CCA meeting (the next will be planned by YUFA), took over Zoom hosting from treasurer so that VPs can take over meeting planning, met with VPs about setting up Anti-O training, outlined suggestion for future selection of Career Advisor, tried to find R&F members for LAPS and Glendon faculty councils and Senate, contacted unit 3 3902 rep to ask about their bargaining/set up meetings etc.

Difficulties and recommendations:

With the CS2 position vacant the workload for the rest of the exec will increase. Increasing member engagement in these quarantine times has been challenging.

Plans for next month:

Planning nursing event, planning Bargaining SGMM and GMM, CCA and 3902 outreach, will be monitoring CS2 emails and replying to anything urgent.

Meeting and event attendance:

Exec meetings: Aug 27; Sept 15; BT/Exec, Sept 17; Sept 22.

(S)GMMs: Bargaining SGMM, Aug 28.

Other Meetings/Events: CCA, Aug 25; 3902/3903 meeting, Sept 3; VPs/treasurer, Sept 11; Senate, Sept 24.



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Name: Rawan Abdelbaki

Position: Vice President Unit 3

Date of submission: September 23, 2020

Report Period: September 2020

Duties of the position: The Vice Presidents shall be responsible for reporting to the executive on all matters of concern or interest within and outside the university. The Vice Presidents shall liaise with other university, union, student and other organisations, both within and outside the university, and help facilitate the activity of all union committees, including the Labour Management Committee. The Vice Presidents shall render assistance to any member of the Executive as directed by the Executive Committee.

Projects, priorities, and tasks for this period:

I spent the past month liaising with other union locals and rank-and-file activities to figure out ongoing issues with access to work for international students and those currently residing outside of Canada. In a similar vein, I've also utilized this broad network to facilitate conversations regarding bargaining and the coordination of bargaining. This included conversations with locals in other provinces as well. This remains an issue for many members abroad.

We've filed a grievance regarding the missing \$74,000 of the Graduate Assistant Training (GAT) fund and held a grievance meeting with Rob Lawson of Faculty Relations. Issue around the misclassification of GAs as RAs remains a central control and project for my portfolio.

Difficulties and recommendations:

Plans for Next month:

Unit 3 work: I plan to spend the next month working with rank-and-file members (so far primarily from FES) to coordinate actions around the misclassifications of these 'research' positions.

Anti-racism: I have been working with the exec and the comms officer to revive the Anti-racism Working Group. A meeting is scheduled for Oct 5 to begin this process of formalizing this group as a caucus within the union.

Meeting and event attendance:

Exec meetings: Aug 27, Sep 15; Sep 22;

(S)GMMs: Aug 28

Other Meetings/Events: grievance meeting regarding GATF (Sep 8); VP meeting (Sep 11); Unit 3 brainstorm with CSU3, Chair, and Staff Rep (Sep 3)



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Name: Navi Dhanota and Bridget Liang

Position: TFAC Co-Chairs

Date of submission:

Report Period:

Duties of the position:

(a) The Chairs of the Trans Feminist Action Caucus are responsible for the coordination of that caucus' activities. (b) The Chair(s) organise(s) regular caucus meetings during the academic year, represent(s) the Caucus at CUPE National and CUPE Ontario Division Women's Committee sponsored events and liaise with other feminist organisations in an effort to improve the position of all women, trans, gender queer and gender variant people at York University and within the labour movement. In the event that two TFAC caucus co-chairs are elected, both shall have a vote and both shall receive full honoraria. (c) The Chairs shall, upon termination of office, surrender all books, seals and other properties of the Local Union to their successor, upon termination of their terms of office, provide a copy of all documents pertaining to their work to the CUPE 3903 Archive.

Projects, priorities, and tasks for this period:

Continuing with projects inherited to us:

- meeting with IT about pronouns
- meeting with Sex Gen re: TDOR
- trying to coordinate a meeting with SVRO

We hosted the TFAC meeting with little attendance.

Difficulties and recommendations:

Plans for Next month:

Meeting and event attendance:

Exec meetings:

(S)GMMs:

Other Meetings/Events: