



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

Name: Maija Duncan

Position: Chairperson

Date of submission: November 25th, 2020

Report Period: Oct 26th-Nov 25th 2020

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:

- Helping to orient our new Equity Officer (Nov 9th start date), including going to the office to get files from the EO computer, a labour-management committee meeting and meet & greet.
- Working on Unit 3 bargaining proposals with the Unit 3 BT, VP3, and CS3
- Helping to move forward two policy grievances for Unit 3 - one on the GA fund York took \$74,000 from and one about 'RA' postings that should be in the bargaining unit. These are moving quickly so that the results can support bargaining for Unit 3.
- Attending bargaining meetings to help with logistics and hosting duties on Zoom.
- Supporting cases/committees where requested

Plans for next month:

- Lots and lots of bargaining!
- Two mediations, including the Unit 3 cases mentioned above
- The exec has a facilitated conversation/training about anti-racism scheduled for December 11th.

Meeting and event attendance:

Exec Meetings: Oct 26th (joint w/ BT), Oct 27th, Nov 10th

(S)GMMs: Nov 16th

Other Meetings/Events: Step 4 grievance meetings (Oct 26th, Nov 18th), BT meeting (Oct 30th, Nov 13th, Nov 23rd), bargaining meeting (Oct 30th, Nov 16th), 1281-3903 labour management committee meeting (Nov 9), Unit 3 proposal writing meeting (Nov 10th), Equity Officer meet & greet (Nov 17th), Employment Equity Committee prep meeting (Nov 25th)



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Name: Emilie Hurst

Position: Recording Secretary/Research Officer

Date of submission: November 25th

Report Period: October 25th-November 25th

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, minuting and editing minutes for GMM, exec meetings and unit 2 town hall
- Prepared bylaws to send to National, including a full reformatting to improve consistency of formatting and to make document more accessible.
- Assisting member with affiliation with CSEU by helping to draft bylaw language
- Assisted with onboarding of equity officer

Difficulties and recommendations:

- Starting to feel the end of semester crunch

Plans for next month:

- Continue project of mapping google drive
- Bargaining!

Meeting and event attendance:

Exec Meetings: October 27th, November 10th,

(S)GMMs: November 16th, November 24th (Unit 2 townhall)

Other Meetings/Events: October 26th (Joint BT-Exec meeting); Nov 9 (EWB; 1281-3903 LMC; Staff)



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Name: Michael Laurentius

Position: Secretary-Treasurer

Date of submission: 25 November 2020

Report Period: 26 October - 25 November 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; maintained a contact list for current and political members based on various (incomplete) Employer-provided lists
- Met with Union Digital representatives multiple times and exchanged emails re: the setup of Union1 for the Local
 - Provided membership information in order to build back-end system; purchased domain name for Local
- Assisted Staff with policy grievance re: Unjust Enrichment and SunLife Benefits extension, including collecting cases of hardship
- Assisted Staff with general workload and members' questions
- Assisted with new Equity Officer onboarding
- Assisted Election Officers with setup of CSU2 e-vote
- Visited Union office for the first time since March to deal with mail buildup
- Report of reimbursements to members/staff re: benefits of organizational credit card

Difficulties and recommendations:

Plans for next month:

- Continue to help with Union1 startup
- Help clear backlog of expense payments and fund requests

Meeting and event attendance:

Exec Meetings: Oct 27, Nov 10

(S)GMMs: Nov 16

Other Meetings/Events: Oct 29 (Mailroom/Union Office), Oct 30 (Bargaining), Nov 2 (Plooto), Nov 9 (EWB; 1281-3903 LMC; Staff), Nov 10 (Union Digital), Nov 11 (Grievance), Nov 13 (BT), Nov 16 (Bargaining), Nov 17 (EO Meet/Greet), Nov 25 (IGSC)



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Name: Parbattie Ramsarran

Position: Grievance Officer

Date of submission:

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: I would like to follow up, given their busy schedules, and the fact that we now have a new staff, with staff about Grievance meetings. I participate in weekly check ins with them and are alerted to what is happening in the local.

Mind you, the importance of a committee meeting cannot be overlooked in regards to larger items. - benefits, etc.

Difficulties and recommendations: Too many meetings.

Plans for next month: Ideally to have a calm December, but know that there is bargaining to participate in. As well, to introduce myself to the new staff rep and discuss some of the challenges that she is encountering RE: existing members' file.

Meeting and event attendance:

Exec Meetings: Yes, I have attended all but one

(S)GMMs: All

Other Meetings/Events: Mediation, bargaining team meetings.



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Name: Firoza Elavia

Position: Communications Officer

Date of submission:

November 25, 2020

Report Period:

October 26–November 25, 2020

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; bargaining updates;
Weekly newsletters and special announcements -- compiled and edited;
Maintained 3903 Calendar;
Maintained social media: Facebook and Twitter;
Organizing Communications Committee Meeting;
Setting up Slack and getting committee to start campaigns on different units;
Writing up the anti-racism survey, will need to finalize the draft.
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;
Hosting Bargaining Meeting with Employer (Nov. 25th)

Difficulties and recommendations:

Coordinating Communications Committee Meetings and getting work done for campaigns because I'm always in meetings. Finalize anti-racism survey.

Meeting and event attendance:

Exec Meetings: Oct. 27th; Nov. 10th;

(S)GMMs: Nov. 16th;

Other Meetings/Events:

Joint BT–Exec. (Oct. 26);

BT (Nov. 13th & Nov. 23rd);

Bargaining meeting with Employer (Nov. 16th & Nov. 25th);

EO–Meet & Greet (Nov. 17th);

EEC– pre-meeting prep. (Nov. 25th).



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Name: Alie Hermanutz

Position: Chief Steward Unit 1

Date of submission: November 24

Report Period: October 23-November 24

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:

- Organized a digital November stewards' training on the 19th, improved materials (slides, CA scenarios, etc.) and content with other Chief Stewards
- Finalized 400-mask order through printer along with mailing house send out to members
 - Costed and arranged for mailout with mailing house
 - Developed form for members to submit current addresses
- Working on departmental mapping project
 - Met with multiple departmental stewards to begin this
- Strengthening my Mailchimp skills! Sent out around 10 emails on it with our newly constructed steward list
- Some bargaining info drops and Q&As
 - November YUGSA Council
 - Politics department bargaining Q&A meeting with GSA

Difficulties and recommendations:

- Having difficulty identifying general direction and targets for stewards' council
 - I think moving into more department-level bargaining Q&A's is an important step
 - Then arranging undergraduate class talks would follow next

Plans for next month:

- Finalizing plan for mask send out and sending content to mailing house
- Organizing bargaining class talks as undergrad outreach strategy
- Developing better plans and ideas for BMC meetings including scenario and workshops
- Figuring out an organizer from WAC to come talk to Stewards at a January meeting about organizing during a pandemic and do a mini training



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Meeting and event attendance:

Exec Meetings: October 27; November 10; Bargaining Team-Exec joint meeting (November 27)

(S)GMMs: November 16

Other Meetings/Events: Chief Stewards and Bargaining Preparation and Mobilization Committee Meeting (October 27); Chief Stewards' Monthly Meeting (November 12); Bargaining Meeting with Employer (November 16); Stewards Training (November 19); YUGSA Council Meeting (November 19)

Stewards Council: October 29; November 18



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Name: Elena Chou

Position: Chief Steward Unit 2

Date of submission: November 25

Report Period: October 25- November 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:

- Became immersed in supporting the Nursing Stewards by:
 - Attending the School of Nursing monthly meeting and taking minutes
 - Attending various meetings organized by the Nursing Stewards and 3903 Staffperson Baolinh Dang to support their various grievances
 - Acting as a liaison between Baolinh/the Nursing Stewards and the Unit 2 Bargaining Team
 - Helping to provide bargaining research and other support for Nursing proposals and nursing-related issues
- Helped to train new departmental stewards along with the other Chief Stewards on November 18

Difficulties and recommendations:

- Challenges in identifying existing Unit 2 stewards as well as recruiting new Unit 2 stewards, and especially new and/or additional stewards in Nursing

Plans for next month:

- Strategizing with the other Chief Stewards, SC/BMC, and rank and file members on how to improve organizing and outreach to members in SC/BMC during the pandemic, especially with Zoom fatigue
- Attending the School of Nursing monthly meeting as well as other meetings organized by Baolinh and the Nursing Stewards
- Organizing a Nursing Townhall with the Vice President Unit 2 for January 2021

Meeting and event attendance:

Exec meetings: Joint BT-Exec - October 26; Exec - October 27; Exec - November 10

Stewards' Council: October 29; November 18

(S)GMMs: GMM - November 16



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Grievance Committee:

Other Meetings/Events: Chief Stewards and Bargaining Research and Preparation Committee (BRPC) Meeting - October 27; School of Nursing Pre-Meeting with Baolinh Dang and Nursing Stewards - October 28; School of Nursing Monthly Meeting with Employer - October 29; Bargaining Survey Meeting with Unit 2 BT - November 6; Meeting with Unit 2 BT - November 11; Chief Stewards' Monthly Meeting - November 12; BRPC meeting with Baolinh to discuss nursing research - November 13; Nursing Group Grievance Pre-Meeting with Baolinh - November 16; Stewards Training - November 19; Unit 2 Townhall - November 24; Employment Equity Committee Pre-Meeting - November 25



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Name: Jessica Ireland

Date of submission: November 25, 2020

Position: Chief Steward Unit 3

Report Period: October 26-November 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:

- Trained new departmental stewards alongside other Chief Stewards
- Continuing outreach to Unit 3 members
- Meeting with the employer regarding misclassified GA/RA postings
- Helping to develop Unit 3 bargaining proposals

Difficulties and recommendations:

- We are still looking for two more members for the Unit 3 bargaining team.
- Continuing to find new ways to reach out to members during social distancing.

Plans for next month:

- Mediation with the employer on December 3 regarding the misappropriation of GAT funds. Hoping to mediate the RA/GA postings at that meeting as well.
- Brainstorming with Chief Stewards and exec members to find ways to reach out to members while the university is closed.
- Reaching out to Unit 3 members to find more BT members.
- Working with the communications committee on an educational campaign about the differences between RAs and GAs or a 'tip line' campaign to identify more misclassified RAs

Meeting and event attendance:

Exec meetings: October 27, November 10

Stewards' Council: November 18

(S)GMMs:

Other Meetings/Events: Chief Stewards planning meeting November 12, Equity Officer Meet and Greet November 17, RA/GA planning meeting November 17, RA/GA postings grievance meeting November 18, Stewards training November 19



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Name: Stephanie Power

Position: Chief Steward, Unit 4

Date of submission: November 25, 2020

Report Period: October 25, 2020 - November 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:

- Collaborated with Chief Stewards to plan, create/revise materials, and conduct training for a second round of training for departmental stewards.
- Assisted with scheduling and running the SC/BMC; Running breakout rooms to practice working through grievance-related scenarios with departmental stewards.
- Began work on a departmental mapping project to determine where potential gaps in coverage and opportunities for mobilization exist.
- Worked with members to resolve/discuss issues related to hiring, benefits, etc.

Difficulties and recommendations:

- Our scheduled LMC (November 16) was cancelled by the employer as they remain unprepared to discuss the MOU on maximum hours of work for U4; We have been prepared to sign for months and our members are becoming understandably frustrated.

Plans for next month:

- Work with CSs and departmental stewards to begin gathering info for departmental mapping project.
- Masks have been ordered but we need to figure out the best way to gather members' mailing addresses to distribute masks.
- Track any issues or queries that could be relevant for future rounds of bargaining or LMC and provide support for members via email, phone, and virtual conference.
- Provide regular updates to the membership on any changes in protocol or procedures due to COVID-19.

Meeting and event attendance:

Executive Committee: October 27, November 10

Stewards' Council: November 18

Other: November 12 (planning for training); November 19 (stewards' training)



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Name: Stacey Berquist

Position: Vice President Unit 1

Date of submission: Nov 25th

Report Period: Oct 25 - Nov 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: Prepared nominations and by-elections for Nov GMM; compiled updates for Comms Officer re: committee bylaw changes; organised final committee anti-oppression training session and updated records; took minutes at the Bargaining session Nov 25th; helped members via email

Difficulties and recommendations:

Plans for next month: Circulate confidentiality forms to committees and update records; help prepare Dec GMM and registrations; collect and communicate with nominees for byelections and prepare them for next GMM; attend exec anti-oppression session; continue helping members via email

Meeting and event attendance:

Exec Meetings: Nov 10th,

GMMs: Nov 16th

Other Meetings/Events: BT/Exec meeting Oct 26, Bargaining session Oct 30th,

Anti-oppression training Nov 23rd, Bargaining session Nov 25th



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Name: Vanessa Lehan-Streisel

Position: Vice President Unit 2

Date of submission: Nov 25

Report Period: Oct 25-Nov 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:

Helping to organize the GMM, planning and running the Unit 2 Townhall, misc bargaining related work.

Difficulties and recommendations:

Involvement from unit 2 members feels like it is at an all time low right now (possibly related to pandemic fatigue). We have many members coming to meetings but a lot of the folks who used to help with behind the scenes work doing member outreach etc. have just disappeared.

Plans for next month:

Planning another GMM and possibly another Unit 2 townhall.

Meeting and event attendance:

Exec meetings: Oct 27, Nov 10

(S)GMMs: GMM Nov 16, Unit 2 Townhall Nov 24

Other Meetings/Events: Bargaining Survey meeting, Nov 5; meeting with Career Advisor, Nov 10; LAPS faculty council, Nov 12; meeting with BT re CSSP, Nov 12; BT meeting, Nov 13; Bargaining with employer, Nov 16; EO meet and Greet, Nov 17; Bargaining, Nov 25.



Name: Rawan Abdelbaki

Position: Vice President Unit 3

Date of submission: Nov 23, 2020

Report Period: Nov 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:

- Since the last report, I've continued liaising with Palestinian solidarity networks in the fight against Bill 169 and the adoption of the IHRA definition of anti-Semitism
- The exec's central priority this past month has focused on bargaining and membership engagement
- Worked with CSU3 and BT3 to craft unit 3 bargaining proposals and recruit members for BT vacancies

Difficulties and recommendations:

- Remote GMM coordination, especially in light of bargaining, continues to be a work-in-progress, but we've enhanced meeting security via registration option
- GA misclassification remains a huge issues; grievances in progress; come success in coveting those is promising but will continue to brainstorm strategies for moving forward

Plans for Next month:

- Continue to do outreach with existing unit 3 bargaining and offer support for bargaining
- Prepare for mediation for GAT Fund and misclassification of GAs as RAs

Meeting and event attendance:

Exec meetings: Oct 27th; Nov 10th

(S)GMMs: Nov 16th

Other Meetings/Events: Meeting to craft unit 3 proposals (Nov 10th); prep for Step 4 GATF (Nov 17th); Step 4 grievance meeting with employer (Nov 18th)



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Name: Navi Dhanota and Bridget Liang

Position: TFAC Co-Chairs

Date of submission:

November 20 , 2020

Report Period:

November 1- November 30

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:

- Organizing Trans Day of Remembrance Events (including workshops for self-care)
- SASSF funding from York
- York connections about moodle pronoun issue
- TFAC Recruitment campaign

Difficulties and recommendations:

Plans for Next month:

- Monthly meeting
- Future TFAC workshops

Meeting and event attendance:

Exec meetings: Bridget (2)

(S)GMMs:

Other Meetings/Events:

Sex Gen- Bridget (1)

TFAC TDor Subcommittee meetings (2)