



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: January 25th, 2021

Report Period: Dec 19th 2020 - Jan 25th 2021

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:

- Assisting with bargaining, including attending BT meetings, hosting bargaining meetings with the employer, helping to edit bargaining reports, and working on costing of proposals.
- Working with a sub-committee of exec and BT to work on communication re: equity proposals in bargaining.
- Supporting members and staff with ongoing grievances and mediations.
- Lots of routine work this month: scheduling, chairing, signing a mountain of payments, coordinating with other locals and solidarity requests, etc.

Plans for next month:

- More bargaining!
- Finalize equity sub-committee work.
- Prepare for mediation on Unit 3 improperly posted RAs grievance and arbitration for the Unit 3 improper use of the Graduate Assistant Training Fund.
- Continue supporting ongoing member grievances and mediations.
- Logistical support to set up the general elections.

Meeting and event attendance:

Exec Meetings: Jan 13th, Jan 21st (joint with BT)

(S)GMMs: N/A

Other Meetings/Events: Bargaining (Dec 22nd, Jan 22nd), BT meeting (Jan 15th, Jan 25th)



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Name: Emilie Hurst

Position: Recording Secretary/Research Officer

Date of submission: January 25th, 2021

Report Period: Dec 19th 2020 - Jan 25th 2021

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 agenda and editing minutes for GMMs and exec meeting
- Began work with equity bargaining sub-committee
- Attended bargaining session
- Miscellaneous admin stuff, helping to schedule dates, answering emails, keeping track of what items for GMM and exec meeting since November

Difficulties and recommendations:

Plans for next month:

- Continue with equity subcommittee
- More bargaining!

Meeting and event attendance:

Exec Meetings: Jan 13th, Jan 21st (joint with BT)

(S)GMMs: N/A

Other Meetings/Events: Bargaining (Dec 22nd, Jan 22nd), BT meeting (Jan 15th, Jan 25th)



Name: Michael Laurentius

Position: Secretary-Treasurer

Date of submission: 25 January 2021

Report Period: 19 December 2020 - 25 January 2021

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
- Continued to assist with the setup of Union1 for the Local by providing Union Digital with member information and workflow descriptions
- Contacted members re: results of policy grievance re: Unjust Enrichment and SunLife Benefits extension
 - Assisted members with financial assistance applications
- Assisted BT with questions re: membership numbers, funds status, info requests, etc.
- Followed up with Alterna rep re: organizational credit card application
- Met with 4600 Exec re: staff bargaining
- Begun work on 2021-22 Main Operating budget

Difficulties and recommendations:

- Son was born in early January. While I've been able to largely stay on top of emails, meetings have become difficult to attend due to sporadic sleep schedule

Plans for next month:

- Continue work on 2021-22 Main Operating budget
- Assist BT when needed
- Follow up with Union Digital and Alterna

Meeting and event attendance:

Exec Meetings:

(S)GMMs:

Other Meetings/Events: Dec 22 (Bargaining), 23 (4600)



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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:

Responding to memberships in a timely manner and identifying issues that are recurring; especially violation of CA

Difficulties and recommendations:

While manageable, it is sometimes challenging due to time constraints

Plans for next month:

Keep abreast of all that is happening and actively responding and participating.

Meeting and event attendance:

Exec Meetings: Yes but had to leave to due caregiving responsibilities

(S)GMMs:

Other Meetings/Events: Bargaining team meeting and meeting with the employer. Check in meeting with staff about grievance.



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Name: Firoza Elavia

Position: Communications Officer

Date of submission:

January 25, 2021

Report Period:

December 18–January 24, 2021

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, including daily bargaining updates;
Correspondence with bargaining team for updates, report backs and official documents;
Weekly newsletters and special announcements -- compiled and edited;
Maintained 3903 Calendar;
Maintained social media: Facebook and Twitter;
Writing up, edited and finalized the anti-racism survey;
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;
Setting up slack for Anti-racism sub-committee;
Setting up meeting and agenda for communications committee;
Follow up calls for hiring graphic artist for website and posters;
Coordinating with CSs & VPs in Units 1, 2 & 3 re: posters.

Difficulties and recommendations:

Difficulty with late or no responses from committee members and colleagues. Meeting overload has started; it's difficult to be at so many meetings both, official and unofficial and work on media & communications, and work on equity issues and bargaining proposals.

Meeting and event attendance:

Exec Meetings: Jan 13;

Other Meetings/Events:

Joint BT & Exec: Jan. 21;

Bargaining Team: Jan. 15th; informal: Jan. 23;

Bargaining w Employer: Jan. 22;

Anti-racism sub-committee: Jan. 22.



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Name: Alie Hermanutz

Position: Chief Steward Unit 1

Date of submission: January 22

Report Period: December 16-January 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:

- Mask business was tied up and members received them
 - Might do another run of masks (400 I suppose)
- Moved on the bylaw amendment for Exec honoraria change
- Began liaising with the ICHRP-Canada organizer who approached the Executive with the prospects of working on a solidarity campaign to free Filipino political prisoners ([Set Them Free](#))
- Started a Discord server for BMC communication and am working with a Math & Stats steward to get it properly organized

Difficulties and recommendations:

- Zoom attrition continues and I am now in a serious writing phase of my dissertation proposal which is due by April (!)
- Still need to figure discrete steps to supporting the Bargaining Team this semester

Plans for next month:

- Continue introducing the Set Them Free campaign to the local at the January and February GMMs (time allowing)
- Organizing bargaining class talks in January and February as undergrad outreach strategy
- Figuring out an organizer from WAC to come talk to Stewards at a February meeting about organizing during a pandemic and do a mini training
- Organizing minuting training for Bargaining Mobilization Committee Stewards with past and present Recording Secretaries

Meeting and event attendance:

Exec Meetings: January 13; Bargaining Team-Exec joint meeting (January 21)

(S)GMMs: None



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Other Meetings/Events: ICHRP-Canada meeting for Set Them Free campaign (January 16);
Bargaining Meeting with Employer (January 22)

Stewards Council: January 20



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Name: Elena Chou

Position: Chief Steward Unit 2

Date of submission: January 25

Report Period: December 19 - January 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:

- Assisted 3903 Staffperson Baolinh Dang and the Grievance Officer on grievances related to Nursing CCDs from between December 24 and January 10 when Baolinh Dang was away
- Organized a Nursing CCD information session on CSSP with the Vice President Unit 2 for January 7, 2021 during one of the Nursing CCD orientation sessions
- Assisting members with inquiries, especially related to blanket applications as well as benefits and other contract issues related to the start of the winter term

Difficulties and recommendations:

- Continuing 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:

- Attending the February School of Nursing Townhall on February 1
- Attending the Employment Equity Committee (EEC) meeting with the Employer on February 3, and working with the EEC to identify issues in the current Employment Equity Plan for discussion with the Employer
- Attending the School of Nursing monthly meeting (date tbd)
- Continuing work on the departmental mapping project with other Chief Stewards and departmental stewards

Meeting and event attendance:

Exec meetings: Exec - January 13; Joint BT-Exec - January 21

Stewards' Council: January 20

(S)GMMs:



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Grievance Committee:

Other Meetings/Events: January 7 - Nursing CCD information session on CSSP organized with the Vice President Unit 2



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Name: Jessica Ireland

Position: Chief Steward Unit 3

Date of submission: January 24

Report Period: December 26-January 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.

Difficulties and recommendations:

- We still haven't found two U3 members to fill the open BT positions. This will be an ongoing challenge as the AGM is approaching to find U3 members to fill the exec positions. I will work with the VPU3, U3 BT member, and the BMC to get the word out and try to find more U3 members that might be interested.
- The biggest challenge for the BMC continues to be mobilizing members during the pandemic as most of our organizing methods rely on face-to-face communication.
- GAships are still being misclassified as RAships, we are holding another planning meeting but with the AGM fast approaching many of us will no longer be in exec positions to carry out any plans on this front. Hopefully, we can create a strategy/plan document to pass on to the next executive to continue rebuilding unit 3.

Plans for next month:

- Planning a Unit 3 strategizing meeting for sometime in February and working to find U3 members to run for exec positions this March.
- Still working to move the RA/GA postings grievance along.
- Working with BMC to train stewards, map the departments, and devise ways to mobilize members given that the university is closed.
- Working with the Communications committee on a U3 bargaining issues campaign.

Meeting and event attendance:

Exec meetings: January 13,

Bargaining Mobilization Committee: January 20

Other Meetings/Events: Joint BT-Exec meeting January 21



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Name: Stephanie Power

Position: Chief Steward, Unit 4

Date of submission: January 25, 2021

Report Period: December 18, 2020 - January 25, 2021

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:

- Negotiated with the employer to allow U4 members to work through the holiday closure to ensure no loss of income.
- Collaborated with departmental steward to set-up infrastructure for data collection on departmental mapping project.
- Met with Staff Representative and legal counsel to discuss a new proposal put forward by the Employer regarding the maximum hours of work. We were advised against signing this new proposal in its current state as it may have adverse effects on the membership.
- Provided feedback on the draft version of CUPE's anti-racism survey.
- Worked with members to resolve/discuss issues related to hours worked, benefits, hiring, etc.

Difficulties and recommendations:

- Several departmental stewards have raised concerns about access to departmental listservs or otherwise being able to contact their members. The SC/BMC is working on a strategy to improve communication and mobilization strategies between members.
- Once again, U4's attempt to push through our MOU on maximum hours of work has been halted by another new LMC Co-Chair. The lack of stability/consistency in who we work with is becoming a serious problem. Institutional knowledge is being lost and we are wasting valuable time bringing a new person up to speed every few months.

Plans for next month:

- Collaborate with the CSs to refine the goals for our mapping project and draft an agreement on use of any information collected to ensure the privacy/confidentiality of members
- Meet with LMC Co-Chair to discuss the merits of the "pilot project" the Employer has put forward to replace the MOU created collaboratively by CUPE and YUFA.
- 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: January 13; January 21

Stewards' Council/Bargaining Mobilization Committee: January 20

Other: OHFA/YUFA/CUPE Budget Consultation, January 19; Meet w/Staff Rep & legal, January 21



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Name: Stacey Berquist

Position: Vice President Unit 1

Date of submission: Jan 25th

Report Period: Dec 25-Jan 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: Helped members with email queries, volunteered for subcommittee to work on strategy and communication around equity bargaining proposals, prepared for GMM and relevant byelections

Difficulties and recommendations:

Plans for next month: Continue working with subcommittee to build support for bargaining proposals, begin communicating with committees about annual reports etc, open nominations for annual committee elections, work on transition documents for next VP U1

Meeting and event attendance:

Exec Meetings: Jan 13, Jan 21 (BT-Exec)

GMMs: (Jan GMM scheduled for 26th)

Other Meetings/Events: Jan 22 Bargaining strategy sub-committee meeting



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Name: Vanessa Lehan-Streisel

Position: Vice President Unit 2

Date of submission: Jan 25, 2021

Report Period: Dec 25, 2020 - Jan 25, 2021

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:

Helped to plan the Jan GMM. Started to plan the Winter term career info session with the career advisor. Held an info session with the CSU2 for Nursing CCDs.

Difficulties and recommendations:

Nursing CCDs have a lot of really serious issues so I think we should plan more meetings specifically with them for the future.

Plans for next month:

Planning Feb GMM, will probably hold the career info session in Feb, likely misc. bargaining related support.

Meeting and event attendance:

Exec meetings: Jan 13, Exec/BT Jan 21

(S)GMMs: Jan GMM will not happen until the 26th

Other Meetings/Events: Nursing Info Session Jan 7



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Name: Rawan Abdelbaki

Position: Vice President Unit 3

Date of submission: January 25, 2021

Report Period: January 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:

- Assisted comms officer with antiracism survey
- researching new ways to incorporate antiracist strategies for organizing within the local by reaching out to union practitioners in the field
- Finding and reporting 'RA' posting for ongoing grievance on the issue
- Supporting Unit 3 reps in building U3 bargaining campaign materials
- Supporting solidarity campaigns within local for paid sick leave in Ontario

Difficulties and recommendations:

- Ongoing issues with GA misclassification as RAs

Plans for Next month:

- Bargaining support and U3 strategizing

Meeting and event attendance:

Exec meetings: Jan 13th Exec

(S)GMMs:

Other Meetings/Events: Budget meeting with admin/yufa/ohfa (Jan 19)



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Name: Navi Dhanota and Bridget Liang

Position: TFAC Co-Chairs

Date of submission: January 25th 2021

Report Period: January 2021

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:

TFAC GMM January 28th- will be working on workshop series, budgets and donations for the second half of our term

The Pronouns project done by the co-olition is finally being released now!

Difficulties and recommendations:

Continuing issue of TFAC membership engagement. Will vote at meeting regarding continuing recruitment campaign.

Plans for Next month:

Start to execute a TFAC workshop series
Organize any campaigns for the next few months

Possibly dealing with York Admin trying to erase sex gen and other groups pending the meeting today.



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Meeting and event attendance:

Exec meetings: Bridget

(S)GMMs:

Other Meetings/Events: TFAC GMM (navi and bridget) Sex Gen