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# Public Service Alliance of Canada Local 901

The Union of Teaching Assistants, Teaching Fellows, Postdoctoral Scholars, and Research Assistants at Queen's University in Kingston, Ontario

## 2019 Special General Meeting

Wednesday, October 16, 2019

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**2019 Annual General Meeting Agenda**

Wednesday, October 16, 2019  
Location: Richardson Lab 104 6:00pm

1. Quorum Check
  - Information officer notes number of each Composite Unit 1 and Unit 2
2. Read Indigenous Land Rights Acknowledgment
3. Read PSAC Statement on Harassment
4. Adopt and Approve the Agenda
5. Approve the Minutes from 2019 Annual General Meeting
  - See here: <http://psac901.org/general-meeting-minutes/>
6. Executive and Stewards' Council Reports
7. Bylaws Committee Report
  - See all proposed bylaws changes <http://psac901.org/bylaws-committee/>
8. Union Structure Committee Report
9. Budget Committee Report
10. Executive Officer Election
  - Vice President Research Assistants
  - See nominations here: <http://psac901.org/?p=2606>
11. Announcements

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## Bournot's Rules at a Glance

To Do This:	You Say This:	May I interrupt the Speaker?	You Must be Seconded?	Is the Motion Debatable?	Is the Motion Amendable?	What Majority is Required?
Move a Motion	I move...	No	Yes	Yes	Yes	Majority
Change a motion (You may not merely amend to negate)	I move that the motion be amended to read...	No	Yes	Yes	Yes	Majority
End debate on a motion	1) I call the question 2) I move that council proceed to the next order of business	1) No 2) No	1) Yes 2) Yes	1) Yes 2) No	1) No 2) No	1) Motions on which questions called will be debated at the next meeting if the motion fails 2) Majority
Consider something out of its scheduled order	I move the agenda be amended in order to deal with the following item...	No	Yes	No	No	Majority
Have a motion studied more before voting on it	I move that the motion be referred to...	No	Yes	Yes	Yes	Majority
Postpone further discussion on a motion until a more desirable/appropriate time	I move that the motion be deferred until ... (a specified time or indefinitely)	No	Yes	Yes - only to time	Yes	Majority
Postpone consideration of a motion so that more urgent business can be attended to	I move that the motion be tabled. (Consideration of motion may resume upon motion that the matter be taken from the table.)	No	Yes	Yes	No	Majority
Raise a matter previously deferred (if at a different time from when was decided)	I move that the motion about _____ previously deferred, be considered at this time.	No	Yes	No	No	Majority
Raise a matter previously tabled	I move that the motion about ... be lifted from the table	No	Yes	No	No	Majority
Reconsider a motion that has failed	I move that the motion about ... be reconsidered at the next meeting. (Written notice of motion must then be provided, advising that the matter will be readdressed at the next meeting.)	No	Yes	Yes	No	2/3 Majority
Object to something which prevents your continued participation (e.g. excessive noise)	Point of Privilege	Yes	No	No	No	No vote taken, chair rules.
Seek clarification from the previous speaker	Point of Information	Yes, if urgent	No	No	No	No vote taken, chair rules.
Overturn the ruling of the chair	I challenge the chair on ...	Yes	Yes	Yes	No	Majority
Enquire about procedure or consequences	Point of Order	Yes	No	Yes, only on the point	No	No vote taken, chair rules.
Object to incorrect procedure being used	Point of Order	Yes	No	Yes, only on the point	No	No vote taken, chair rules.

## **President's Report**

*Stephanie Mcknight*

Dear PSAC Local 901 members,

Please accept this report as a formal update of this term to date. Your local 901 Executive Officers have been incredibly busy this term with the mobilization of members; rolling out the new Unit 1 Collective Agreement that now includes Research Assistants; and hosting many committee meetings. We are incredibly grateful for all of your engagement and participation since September.

### **Orientation**

Your 901 Local Officers participated in Orientation events across campus such as the SGS Information Fair and Teaching Development Day. We also did departmental meetings and presentations. New brochures were designed and handed out alongside some new swag.

### **Research Assistant Information Sessions**

The RA Committee organized a series of Research Assistant Information Sessions. Whereas they were not very well attended, we still spoke to some members and acquired some examples of the ways the new Unit 1 Collective Agreement is being rolled out. With the new GRAF Learning Outcome form from the SGS, we are finding that many students at Queen's are receiving GRAF contracts rather than RAs. We are still working across campus to educate members on their rights as RAs and what is RA bargaining work.

### **Mobilization**

901 hosted a few mobilization events over the course of the summer and fall. This summer we hosted a Postdoctoral Scholars BBQ to begin mobilization for future bargaining. It was well attended. We also hosted a Welcome Back Bash late September for members that included board games and appetizers. 901 has been working very closely with PSAC Local 818, the RMC and Fort Front CFB Commissionaires who are on strike. They have been on strike for sixteen weeks, and your Executive have been on the line supporting them constantly since week 1.

### **Labour Arts Scholarship**

We encourage you to apply for our inaugural Labour Arts Scholarship valued at \$1500. The parameters of the award and the application process can be found on our website here: <http://psac901.org/wpcontent/uploads/2019/10/Labour-Scholarship-Call.pdf> . The deadline for submissions is December 6th. All questions can be forwarded to Brittainy Bonnis at [scholarship.psa901@gmail.com](mailto:scholarship.psa901@gmail.com).

Please do not hesitate to contact me with questions or concerns at [president@psac901.org](mailto:president@psac901.org).

In Solidarity,  
Stéphanie McKnight

## **Vice President Community Relations**

*Doug Yearwood*

After being elected VP Community earlier this year, I have been busy ensuring that PSAC 901's voice continues to be heard across the Kingston community. Whether it be attending PSAC Kingston Area Council meetings or participating in pressing discussions surrounding affordable housing in the city, members can rest assured that our local is active in the community when it comes to issues facing the working class.

Our local has done an exceptional job showing solidarity within the Kingston labour community. Over the past three months, our executive has taken initiatives to assist the Kingston District Commissionaires, PSAC DCL 818, in their fight for sick days and a boot allowance. As VP Community Relations and member of PSAC 901's Flying Squad Committee—a political action group—I have ensured that our members interested in showing solidarity with 818 have their transportation costs covered when attending solidarity events. The Flying Squad also donated to 818 to assist in their struggle. Moving forward, I am looking to engage and mobilize our membership and will continue to support progressive movements and actions.

I have also endeavoured to ensure that our local supports non-unionized workers and those facing precarious living situations. Early in my tenure I attended Fight for \$15 planning meetings, discussing with the members how to best disseminate research the movement had conducted. At this year's May Day march, I assisted Fight for \$15 activists by relaying the findings of their research.

This summer I was very busy trying to build a movement around issues of housing facing the Kingston community. I facilitated a discussion at a Fight for \$15-organized event, and invited a tenant group from Ottawa, Herongate Tenant Coalition, to speak to their struggles and offer advice about how to mobilize tenants in the Kingston area. Following this meeting, I had a hand in establishing the Katarokwi Union of Tenants (KUT), a group who is dedicated to improving the state of housing and rental tenure in the Katarokwi (Kingston) region. This summer, KUT hosted and participated in a number of events. First, we had the opportunity to sit down with two city councillors, Mary Rita Holland and Ted Hsu, and criticize the direction the Mayor's Housing Task Force is taking to 'resolving' housing problems in the city. We also hosted UN Special Rapporteur on Housing, Leilani Farha, and screened her new documentary about housing, 'Push,' a film that focuses on the control that financial investors have over the housing sector. Following the film, we hosted a panel discussion with Farha, KDLC President and labour activist Lesley Jamieson, and Tara Kainer of the Justice, Peace, and Integrity of Creation office of the Sisters of Providence. Unaffordable housing is an issue facing many of our members, and I will continue to ensure that our interests and perspectives as workers and students are represented at these important discussions.

This fall I had the opportunity to represent 901 at the Labour Day celebration. I gave a speech to those in attendance calling for unity among the working class. My message was simple: in these times of strike-breaking, austerity-imposing, and anti-working-class governments,

labourers to show solidarity with each other. As VP Community Relations, I will continue to develop closer worker relationships with workers in all industries, from all walks of life.

Finally, since becoming VP Community this spring, I have attended a number of meetings in the Kingston area, including PSAC Kingston Area Council and Kingston District Labour Council. My attendance has ensured that our local has a voice at the table and ensures that we are aware of the struggles facing other labourers in the community.

## **Vice President Postdoctoral Scholars Report**

*Prashant Agrawal*

### Postdoc Bargaining

The Unit 2 collective agreement expires on June 30<sup>th</sup>, 2020 and Postdocs will go into bargaining.

### The Annual Queen's Postdocs Summer BBQ Party

PSAC Local 901 Unit 2 hosted the Queen's Postdocs Summer BBQ Party at the Grad Club on 16<sup>th</sup> July, 2019. I designed and disseminated invitations and event advertising with the assistance of PSAC Local 901 President Stéphanie McKnight, Co-Chief Steward Morgan Oddie and Information Officer Basil Southey. The event was a great success and we hope to continue the tradition, building an inclusive, supportive and cohesive community. Postdocs appreciated the PSAC Local 901 provided on-site childcare, enjoyed networking and three members received gift cards for the blackdog hospitality group. The benefits we enjoy, including our health and dental plans, standardized grievance procedures, regulated overtime and employment contracts remain out of reach for many postdocs elsewhere.

### Postdoc Orientation

PSAC Local 901 participates in Postdoc orientation sessions each semester held by the Queen's Postdoc Office. I presented at the Fall Postdoc orientation on Monday 23<sup>rd</sup>, 2019. I discussed the role of PSAC Local 901 in representing the interests of Postdocs. New postdocs were very interested in the PSAC Local 901 Childcare Bursary. We invited Postdocs to participate in the bargaining process.

### Queen's Family Health Team

As of June 2019, 53 post docs are receiving services at the Queen's family health team, accessed through the Pilot project.

### PSAC Local 901 Staff Management Committee

The PSAC Local 901 Staff Management Committee is comprised of President Stéphanie McKnight, Information Officer Basil Southey Treasurer Marshall Timmermans and myself. This committee's role includes but is not limited to managing day to day operations with the Staff Member, to identify and assign tasks and duties, assist with the creation of documents, assign and supervise special projects, and to edit and approve information disseminated to the membership. We met on June 20<sup>th</sup> for an introductory meeting with the new members of the committee.

### Childcare Bursary Committee

The Childcare Bursary Committee discusses and establishes funding recommendations regarding the PSAC 901 Childcare Bursary. I represented the interests of the Unit 2 applicants during this process. We received 15 applications this summer, 5 of which were postdocs.

## **Information Officer Report**

*Basil Southey*

Since being elected to my position in March of 2019, I have spent a lot of time familiarizing myself with PSAC 902 bylaws as well as with the National PSAC Constitution. As part of this, I participated in Trade Union Basics training which expanded my capacity for communicating the role of the union to membership. I have also chaired the bylaws committee and worked to ensure our bylaws reflect the practices and policy of our Local.

As communications officer I have also been working to declutter much of the behind-the-scenes aspects of our website to ensure smooth transition for the next Info Officer. I have also aimed to keep a less is more approach to membership emails so that the total number of emails sent out is fewer and key events and opportunities are highlighted.

I always welcome feedback from membership on how I can better communicate with you. Feel free to reach out to me any time via email.

## **Treasurer/Budget Report**

*Marshall Timmermans*

Dear Members,

My name is Marshall Timmermans and it I am pleased to serve you as Treasurer of PSAC 901. I would like to take the opportunity of this special general meeting to update you all on the finances of the Local and some of the plans that we as an executive have for making sure that your dues payments are serving you.

Over the summer I have been investigating changes that we are proposing to make to the structure of our long-term deposits, most notably our strike defense funds. Over the years we have made substantial contributions to two savings accounts to be used to support members financially should Unit 1 or Unit 2 ever go on strike. Currently these funds are deposited in savings accounts with Kingston Community Credit union but have grown to far exceed the amount which is insured by the Deposit Insurance Corporation of Ontario. Alternate arrangements must be made for the uninsured excess to protect our deposits against the very unlikely event that KCCU goes out of business. We are currently in the process of determining the feasibility of depositing these funds in Guaranteed Investment Certificate accounts with Kawartha Credit Union, which would ensure that our strike funds are completely insured and would allow these defense funds to grow more quickly at slightly higher interest rates. In this way we can ensure that the funds paid by members to ensure they are paid during a strike are there for them when they need it.

The second major bit of financial news that I would like to share with you comes about from a recent review of financial statements from the past several years of PSAC 901 operations. Recently I had the opportunity to compare our estimates of member numbers and



income from dues to actual dues monies collected in previous years. Since we don't control how many TAs, RAs, TFs and Postdocs are hired by the university every year, every May our budget committee is required to estimate a projected number for income from dues before making decisions regarding spending. Typically, we don't understand exactly how accurate these estimates are until several months after that fiscal year is complete when we receive financial statements detailing the actual number of dues collected during that year. A review of finalized financial statements going back to 2016 has shown that we have had a history of making substantially conservative estimates of member dues. In essence we have been collecting a lot more money in dues over the years than we have been budgeting for. While we always do our best to ensure that our budgets are close to balanced, the empirical numbers of membership dues show that we have been operating at a significant budget surplus every year going back to at least 2016. This also means that we have accumulated a significant cash surplus that is separate from our defense funds that we must decide what to do with.

This has a number of budgetary implications. Firstly, I am proposing that you, our members, approve the expansion of our estimate of membership dues for the current fiscal year to an amount that is more in line with what has actually been collected in the past few years. This would allow us to expand the services that we provide to you. I will also ask you all to approve modifications to several other line items in our budget to allow for these services to be funded as soon as possible. The expansion of our dues estimate will allow me as treasurer to report on any potential budget surplus for the current year much sooner than it otherwise would and hopefully provide you with a more accurate accounting of our financial state for this year and provide future executive with better information on how to go about running the local.

This revelation gives us the opportunity to make changes to our budgeting process and gives us plenty of opportunities to provide more services to you over the next few years. Determining what to do with our cash surplus and developing strategies to better estimate our dues income will be my focus for the rest of my tenure as Treasurer. I will do so in consultation with you, our members, with the goals of providing you with complete transparency and giving you the best bang for your buck with the dues you entrust to us.

As always, I look forward to serving you in the upcoming year and I encourage you to write to me by email with any questions, concerns, or suggestions.

In solidarity,

Marshall Timmermans  
Treasurer, PSAC 901.

## **Co-Chief Stewards and Stewards' Council Report**

*Morgan Oddie & Yam Gotame*

The local's Co-Chief Stewards share the responsibility of organizing departmental steward representation and collectively act as points of contact for members' labour concerns, including conflict and grievance-based issues.

## **Grievances**

One of the major roles of the Co-Chief Stewards is to support members through the grievance process and ensuring employer compliance with the Collective Agreement. Since our elections in Spring 2019, we have been able to help address the problems of many members through the grievance process. The Time Tracker app was developed for our local and is now in use by large numbers of TAs. This has contributed to TAs having better awareness of the hours that they are working, which has increased the number of grievances brought forward regarding hours of work. Most concerns have been resolved without having to resort to the formal grievance process (outlined in Article 11 of the Collective Agreement). Besides hours of work, some grievances include:

- Misclassification of Research Assistant work.
- Harassment in the workplace.
- Job postings and hiring requirements for contracts with mixed candidate pools.
- Employer communication of job descriptions and number of hours expected in a particular week.
- Workplace safety concerns.
- Accommodations for job requirements.

## **Steward's Council**

We have representatives from across twenty-five departments on the Stewards' Council. Our first meeting of the academic year took place on September 18, where we elected a new Chief Returning Officer and a Scholarship Coordinator, addressed issues around union representation in certain disciplines, formed the guidelines of the Union Structure Committee, and spoke about upcoming events. Stewards are instrumental to the strong functioning of our local and the monthly forum provides a space for cross-departmental solidarity.

Recently, eight departmental stewards joined our executive team in receiving training at the PSAC Regional Office in grievance handling, resolution writing, collective agreement application, and union structure and history. At our meeting on November 16, we are hoping to provide more information on this training to the rest of Stewards' Council, with particular attention to grievances.

## Equity Officer Report

*Rohit Revi*

### **Childcare Bursary:**

The first childcare committee meeting was held on 20<sup>th</sup> June, and voted to approve the distribution of bursary funds for Winter 2019. I am presently working on making the application process from next window onwards easier and online and would appreciate inputs and assistance from the members on this.

### **Social Justice Committee:**

The Social Justice Committee has been meeting monthly. So far, we have held one event - a Bake Sale fundraiser in solidarity with the striking workers of our sibling union at 818, which took place on the 24<sup>th</sup> of July. I would like to invite all members to come and attend the meetings in good faith and help build the union's capacity in promoting social justice.

The next possibility event could be to organize two open panels over this year along with the Flying Squad, on the themes of climate change and austerity in education. If you would like to help organize or be a part, it would be a great experience!

As the Social Justice Committee, we have been strategizing towards collaborating with social justice and equity related initiatives both in the university and the broader Kingston community. If you are passionate about this, please join us.



### **Solidarity Letters:**

During the transitional period, as the incoming Equity Officer, I drafted a statement condemning the racist and white supremacist graffiti that was found in various parts of the Queen's Campus. This statement was published by the 901 Executive of the time.

### **Karaoke Fundraiser Labour Day:**

As a part of Labour Day celebrations, a union solidarity Karaoke Night was organized at the Grad Club on 6<sup>th</sup> September. We invited unions and community organizations to join us in this event, which was also a fundraiser in solidarity with the on-going strikes of our sibling members - 818 and 639. The event was successful, and we raised above 200\$ for the striking workers.

### **Other events:**

I represented the union and the International Student Caucus at CGEU 2019 (Coalition of

Graduate Employee Unions) at University of Toronto (August 15-18), and spoke about the campaign launched by 901 that aims to address issues of financial inequity faced by international students. At this event, we were able to discuss and develop the scope and direction of the campaign going forward. This term, I represented 901 and spoke at various equity-related events on campus – the BIPCOC Caucus meeting organized by Queen’s Coalition Against Racial and Ethnic Discrimination; SGPS Workshop on Funding and Work for International Students; OPIRG’s Alt-Frosh event focusing on the International Student Experience; the Climate Strike at Queen’s, among others.

## **Occupational Health and Safety Report**

*Christina Frendo*

As the Occupational Health and Safety Officer I am responsible for ensuring that the employer provides a safe workspace for all of our members and for organizing advocates for a healthy and safe work environment.

Every space at Queen’s University is inspected by a Joint Health and Safety Committee (JHSC) Representative once per year. In addition to this, we lobby the university for a safer campus. We will be holding our first committee meeting this October to set priorities for the coming year. Some things we are looking forward to focusing on are accessibility and mental health in the workplace. Mental health is often forgotten under the umbrella of “Health and Safety” but is especially important in the academic sector.

We have recently hired 5 new members for the JHSC, bringing our total up to 9, a full committee! That means every one of our workers has a representative based on their Unit and Faculty. Our committee members are here to advocate for your safety and answer your questions. We have just started training, and everyone is very excited to get to work.

Your safety is extremely important. If you have any questions or concerns about Health and Safety at Queen’s I encourage you to reach to your Unit 1 or Unit 2 representative. All of their contact information is available under Committees>Health and Safety on our website. We are also always open to hearing your suggestions as we set our priorities for this coming academic year and would love to hear from you!

Remember, under provincial law you have the Right to Refuse Unsafe Work. I encourage you to exercise your rights. We will be here to continue to stand up for you and fight for a safe workspace at Queen’s University.

## Bylaws Committee Report

Bylaws Committee met twice this academic year (September 3rd, and October 8th 2019) to review proposed changes to the PSAC 901 bylaws. The committee was chaired by the Information Officer. The first meeting was attended by the President, Co-Chief Steward, and 3 members-at-large. The second meeting was attended by The President, Co-Chief Steward, VP Equity, VP Community, Health and Safety Officer and one member at large. Proposed changes mostly involve updating language to reflect previous bylaws changes. Notable bylaws changes include, renaming the Flying Squad the “Political Action Committee” and formalizing the executive transition process. The full list of proposed changes is as follows.

**October 8th, 2019 @ 1:00PM Chair: Basil Southey. Attended by Morgan Oddie, Christina Frendo, Doug Yearwood, Brittainy Bonnis, Kathleen Harrison.  
Motioned by Morgan, Seconded by Christina. Passed with one formal abstention**

4.6 (4) all Executive Officers, Chairs of Local committees, Co-Chief Stewards, Stewards, and Moderator shall be expected to attend and participate fully (including voting rights) at all Stewards’ Council meetings;

- **Rationale: removed Deputy Moderator because that isn’t an actual position (only used in exceptional circumstances for the duration of an AGM)**

4.6 (16) In a case of a tie vote, the Chairperson will be entitled to cast the deciding vote.

- **Rationale: Updated committee rules to reflect the PSAC constitution’s tie-breaking rules. The same wording has been added to each committee’s bylaws (full list below)**
  - 4.6 (16)
  - 4.7.7 (4)
  - 7.2.1 (7)
  - 7.2.4 (5)
  - 7.2.5 (13)
  - 7.2.6 (5)
  - 7.2.7 (3)
  - 7.2.8 (3)
  - 7.2.9 (3)
  - 7.2.10 (6)
  - 7.2.11 (7)
  - 8.4.1 (3)

### 5.1.1 (3)

(3) sign all authorizations, contracts, and other official documents of the Local. For exceptions to this bylaw, see 4.7.1.5

**4.7.1.5** The executive committee may approve an executive member, other than the president, to sign letters of solidarity on behalf of the executive where appropriate.

If approved by the executive, another executive member may sign letters of solidarity on behalf of the Local.

- **Rationale: Added to allow executives to sign letters of solidarity related to their portfolio on behalf of the local.**

5.2.1 (4) vote at General Meetings only in the event of a tie and in votes held by secret ballot (but shall in no case vote twice on a single question);

- **Rationale: 4.6 (4) indicates that Moderator has full voting rights at Stewards' Council and because they don't chair this meeting, it doesn't make sense for them to only vote in the event of a tie at steward's council.**

6.6.3 (2) Notwithstanding 6.6.3(1), the signing authority of the President, Treasurer, or Vice President Community Relations shall be transferred to the Information Officer if one of these Offices is Vacant.

- **Rationale: Updated the language to reflect previous changes to signing authority.**

### 6.9 Transition

- a) During the month of transition, each new incoming executive position shall receive pay equal to half of the monthly expenses without receipts of their position.
  - b) All executive members are required to keep an accurate record of all documents associated with the position. During the month of transition, all materials, accounts, and correspondence shall be transferred to the incoming executive member.
- **Rationale: Added bylaw to clarify and formalize the executive transition pay.**

7.2.2 (5) form alliances with other groups within the university community and in the city of Kingston in co-operation with the Vice President Community Relations and the Political Action Committee;

- **Friendly amendment by the VP community to rename flying squad the "Political Action Committee"**
- **Rationale: To make the committee more easily understood and reflect its mandate.**
  - Flying squad also replaced in 7.2.7

### 8.1.1 General Meetings

ORIGINAL: (1) every member of Composite Local 1, Composite Local 2 and Composite Local 3 in good standing in attendance is entitled to only one vote on any issue which arises at a general meeting, with the exception of issues solely related to a single Composite Local, at which time only members in good standing of the specific Composite Local may vote;

PROPOSED: (1) every member of Composite Local 1 and Composite Local 2 in good standing in attendance is entitled to only one vote on any issue which arises at a general meeting, with the exception of issues solely related to a single Composite Local, at which time only members in good standing of the specific Composite Local may vote;

Change: remove Composite Local 3

**Rationale: We don't have a Unit 3.**

### **9.2 Discipline of Members for Other Infractions**

- Removed upper case letters

### **RA Bylaw Recommendations**

1. Strike out 4.5 Research Assistants General Meetings

**Rationale: Research Assistants at Queen's University are part of unit 1, and will participate in Unit 1 general meetings.**

2. 5.1.1 (5) Strike out "Research Assistant Bargaining Group"
3. 5.1.4 (4) Strike out "call a RA General Meeting"
4. 5.1.4 (5) Strike out this entire section
5. 5.1.4 (6) Strike out RA General Meeting
6. 5.1.4 (9) update RA Bargaining Group to read "Unit 1"
7. 5.1.4 (11) update RA Bargaining Group to read "Unit 1"
8. 5.1.4 (12) update RA Bargaining Group to read "RA Committee"
9. 7.2.9 (1) remove Bargaining Group, change to "Two Unit 1 Research Assistants in good standing"
10. 7.2.9 (2) remove bargaining group

**Rationale: RAs are members of unit 1.**

## Budget Committee Report

	2019-2020 Budget	Proposed change to 2019-2020 budget	Proposed Difference
NOTE: THESE ARE PROPOSED CHANGES SUBJECT TO APPROVAL AT OCTOBER 2019 SPECIAL GENERAL MEETING			
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Executive Service	52,270.00	52,270.00	\$ -
Health and Safety	11,500.00	11,500.00	\$ -
Interest acct 1	100.00	100.00	\$ -
<b>Membership Dues</b>	<b>100,000.00</b>	<b>132,060.00</b>	<b>\$ 32,060.00</b>
Other Income	0.00	0.00	\$ -
Special Levy	17,500.00	17,500.00	\$ -
Unit 1 Interest acct 5	50.00	50.00	\$ -
Unit 2 Interest acct 3	50.00	50.00	\$ -
<b>Total Income</b>	<b>181,470.00</b>	<b>213,530.00</b>	<b>\$ 32,060.00</b>
<b>Expense</b>			
<b>Benefits and Bursaries</b>			
Child Care Bursary	23,000.00	23,000.00	\$ -
<b>Total Benefits and Bursaries</b>	<b>23,000.00</b>	<b>23,000.00</b>	<b>\$ -</b>
<b>Business Expenses General</b>			
<b>Audit and Accounting</b>	<b>2,750.00</b>	<b>3,000.00</b>	<b>\$ 250.00</b>
Bank Charges	100.00	100.00	\$ -
Capital Expenditures	1,000.00	1,000.00	\$ -
Donations	1,500.00	1,500.00	\$ -
* <b>Solidarity</b>	<b>0.00</b>	<b>500.00</b>	<b>\$ 500.00</b>
<b>Executive Service</b>	<b>54,960.00</b>	<b>60,360.00</b>	<b>\$ 5,400.00</b>
* <b>Bursary Committee</b>	<b>0.00</b>	<b>1,500.00</b>	<b>\$ 1,500.00</b>
General Meeting Expenses	1,500.00	1,500.00	\$ -
Orientation Advertisement	1,200.00	1,200.00	\$ -
Photocopy & General Advertising	750.00	750.00	\$ -
<b>Staff Member Salary</b>	<b>33,200.00</b>	<b>33,200.00</b>	<b>\$ -</b>
<b>Total Business Expenses General</b>	<b>96,960.00</b>	<b>104,610.00</b>	<b>\$ 7,650.00</b>
<b>Dues and Affiliation Fees</b>			
Kingston District Labour Council	4,500.00	4,500.00	\$ -



	Other	100.00	100.00	\$
	Transportation to Council Mtngs	300.00	300.00	\$
<b>Total Dues and Affiliation Fees</b>		4,900.00	4,900.00	\$
<b>Office</b>				\$
	Membership software	1,850.00	1,850.00	\$
	Office Contingency	100.00	100.00	\$
	Office Equipment	500.00	500.00	\$
	Supplies	2,100.00	2,100.00	\$
	Website Hosting	350.00	350.00	\$
<b>Total Office</b>		4,900.00	4,900.00	\$
<b>Projects and Committees</b>				\$
	Events and Networking	5,000.00	5,000.00	\$
	Flying Squad	1,000.00	1,000.00	\$
	Gen. Committee Campaigns & Pub.	1,800.00	1,800.00	\$
	Grad Club Membership	2,000.00	2,000.00	\$
	Health and Safety Committee	11,500.00	11,500.00	\$
	Labour History&Arts Scholarship	2,000.00	2,500.00	500.00
	Orientation and Outreach	3,000.00	3,000.00	\$
	Postdoc Committee	8,000.00	8,000.00	\$
	RA Committee	5,000.00	5,000.00	\$
	Social Justice Committee	2,000.00	3,000.00	1,000.00
	Stewards Network	1,500.00	4,000.00	2,500.00
	Website Maintenance	500.00	500.00	\$
<b>Total Projects and Committees</b>		43,300.00	47,300.00	4,000.00
<b>Travel and Training</b>				\$
	Conferences	2,000.00	2,000.00	\$
	Per diem	2,000.00	2,000.00	\$
	Training	2,000.00	2,000.00	\$
	Transportation	2,000.00	2,000.00	\$
<b>Total Travel and Training</b>		8,000.00	8,000.00	\$
<b>Total Expense</b>		181,060.00	192,710.00	\$
<b>Net Ordinary Income</b>		410.00	20,820.00	\$
<b>Net Income</b>		410.00	20,820.00	\$

\*

Line item proposed to be created, subject to approval at October 2019 SGM.

## **Union Structure Committee Report**

### **Union Structure Committee Report**

Chair Morgan Oddie (Co-Chief Steward, non-voting)

Committee Members: Stéfy McKnight (President, non-voting ex-officio), Marshall Timmermans (Treasurer), Rohit Revi (Equity) Doug Yearwood (VP Community), Yam Gotame (Co-Chief Steward), Ryan Husk (Steward, Industrial Relations), Canan Sahin (Steward, Political Studies), Matthew Sanger (Steward, Chemistry)

### **Recommendations with Support of the Proposed Budget**

#### **1. New line item on the budget of \$500 for solidarity.**

In recognition of PSAC local 901's commitment to solidarity with other union locals, we propose a new line item that can assist with these goals. With the multi-week strike of PSAC Local 818 in Kingston, and the growing trend of labour stoppages and other necessary tactics during collective bargaining, we want our local to be well equipped to strengthen these efforts across unions. These types of actions also advance the interests of our members by contributing to the commitment to sound labour practices that are furthered with solidarity in the labour movement.

#### **2. Equalize executive service compensation across team members.**

The Budget Committee has recommended a \$50 increase per month for each executive (excluding the President) to make executive service compensation \$470 per month. As seen in the budget report, this will increase the line item from \$54,960.00 to \$60,360.00. These additional costs are offset by the re-estimation of the membership dues received.

Currently, PSAC local 901 executive team members are some of the lowest paid across the sector. For example, PSAC local 610 executives receive \$750 per month and their President receives \$1,000 per month. Given the growth of our local and the additional work required by the executive for administration of the collective agreement at Queen's University, the recommendation comes from the committee in acknowledgement of the additional uncompensated labour that each executive member is currently doing.

When the 2017 Union Structure Committee proposed an increase in the President's executive service amount from \$420 to \$800, it was accompanied by a recommendation that other executive service compensation also be investigated for increase. The large difference that currently exists between the President and other executive team members signals a

hierarchization of the structure of the local in a manner that does not reflect the realities of labour distribution.

Executive members not required for committee quorum abstained from the vote on this recommendation so it could better reflect the composition of member-driven committee.

**3. Restructure Childcare Committee to Bursary Administration Committee and Investigate a Hardship Fund (with special consideration for equity-seeking members).**

The Budget Committee has recommended a new line item of \$1500 to research and investigate the feasibility of bursaries and their adjudication at PSAC local 901.

With the increase in budget due to the addition of Research Assistants and the more accurate estimation of membership dues, the Union Structure Committee would like to see more money being returned to our members most in need. Similar to the structure of bursaries offered by PSAC local 555, we recognize there is a greater stability to our budget than other student organizations who are more heavily impacted by provincial funding cuts. Acknowledging that these things should actually be provided by the employer, bursaries often function in locals for both material benefits to members, as well as advantageous tactics to use in collective bargaining.

**2019 PSAC Local 901 Academic Scholarship for Labour Research and/or Labour Arts**

In order to support University research or art projects on workers' issues, the Public Service Alliance of Canada (PSAC) - Local 901 at Queen's University in Kingston, will launch and host a competition for an annual academic scholarship of \$1500.

The scholarship is open to all PSAC Local 901 members in good standing, who are also a full-time Graduate Student (MA/PhD/RA), Professional (Certificate) student (TA/TF/RA), or Postdoctoral Scholar, whose research is concerned with labour or workers' issues. The application for the funding can be from any academic discipline, including the arts and sciences.

- The scholarship is valued at \$1500.
- Call Out: Fall semester
- Deadline: December 6<sup>th</sup>, 2019
- Award Announcement: End of Fall semester

**Eligibility Criteria:**

A Teaching Assistant (TA), Teaching Fellow (TF) or Research Assistant (RA), in a graduate or professional program; or, a Postdoctoral Scholar; who is also a PSAC member in good standing at the time of announcement of the scholarship; or, will be a PSAC member in good standing with a contract in the 8-months after the time of announcement of the scholarship. The research proposal should be related to any aspect of labour study, labour history, labour arts,

as well as scientific, engineering, or mathematical investigations relevant to labour or work issues, or any contemporary work across any academic discipline.

### **Applications Checklist:**

Applications will be evaluated based on the feasibility of the project, its academic and/or artistic significance, and its relevance to the labour issues faced by our members. Applications should be sent to [scholarship.psac901@gmail.com](mailto:scholarship.psac901@gmail.com) and include:

- 1) A CV
- 2) 1000 words research proposal that would include: a) objective, b) research questions, c) methodology, d) short literature review, and, e) project outlines. Applications may include a budget and timeline if applicable.
- 3) Two academic reference letters.

### **Selection Process:**

The Scholarship Selection Committee shall be comprised of three people. Two of the three adjudicators will be faculty members (one faculty from Queen's and one external), from any discipline and having an established interest in labour related studies or arts and will evaluate and rank the applicant's proposals. In terms of faculty composition at least one of the adjudicators should be in a tenured position.

The third adjudicator will be a member of PSAC Local 901 Executive and chair the Scholarship Selection Committee. The executive will decide who among the executive will be this third appointed adjudicator.

The selection of the two faculty adjudicators will be approved by the executive from a list of recommendations provided by the Local 901 Scholarship Coordinator working with the appointed executive member.

A Scholarship Coordinator shall be elected, and an alternate, at the first Stewards' Council meeting in September, or any other Stewards' Council meeting of the Local.

### **Reporting to the Local**

The award recipient will receive \$1500 upon the announcement of the award; and shall submit a brief report to PSAC Local 901 twelve (12) months after the announcement describing the progress made in the work towards which the award was applied.

**Public Service Alliance of Canada Local 901** represents approximately 2000 Teaching Assistants, Teaching Fellows, Postdoctoral Scholars, and Research Assistants at Queen's University in Kingston, Ontario.

Visit [www.psa901.org](http://www.psa901.org) or contact [info@psa901.org](mailto:info@psa901.org) for more information.

