CUPE4163

2025 Semi-Annual General Meeting
Minutes

October 29, 2026 | 6:00 PM | COR A128

1. Welcome, Territorial Acknowledgement, Equality Statement, and Roll Call of Officers & Staff

Meeting called to order at 6:07 P.M.

2. Roll Call of Officers and Staff

Acting President: Neve Sugars-Keen **Treasurer:** Paul Emme **Recording Officer:** Sarah Obee

Equity Vice President: Cam Thiessen **Communications Rep:** Hannah Brown

Vice-Presidents (C1) Neve Sugars-Keen (C2) Angie Reamer ~~(C3) Brock MacLeod~~ *Regrets*

Members at Large (C1) Teagan Parkin (C2) Hailey Vanderhaeghe (C3) Mark Leiren-Young

Staff: Melissa Pritchard, Member Advocate

3. Approval of Agenda

Moved: 6:11 P.M. **Seconded:** 6:11 P.M. **Carried:** 6:12 P.M.

4. Adoption of Minutes of AGM March 25, 2026

Moved: 6:12 P.M. **Seconded:** 6:12 P.M. **Carried:** 6:13 P.M.

5. President & Vice-Presidents' Reports

Acting President – Neve Sugars-Keen

- The recent provincial election has cast a shadow over labour in the province. There are concerns that this will result in a reduced mandate offered to 4163 by the BC government. We are hopeful that this will not be the case, but are ready to fight if needed.
    - Page 1 of the employer's missive regarding potential Conservative policies directed at higher education: "The government's planned independent review of provincial finances may provide early indications of the fiscal environment facing public sector institutions and will likely influence decisions related to operating grants, capital investments, and **support for collective agreement settlements.**"
    - If things do go badly, Components 1&2 are more likely to be affected than comp 3, since their settlements have not yet been made
    - We are hopeful that this won't be the case, since it would cause an uproar across the province, and our members would be on strike almost immediately if the mandate was pulled. There's not a lot we can do about this until we hear more concretely one way or the other, so we'll have to cross that bridge when we come to it.
- This is part of a broader pressure on labour rights in Canada. Federally we have seen continued use of back to work legislation over the past few years. The proposed Bill C-39 Section 107 continues that trend. This would amend the Canada Labour Code and is a massive threat to the union right to strike where it impedes on the "national interest" in federal sectors like aviation and telecommunications. While this does not apply directly to our local, it sets precedents at the provincial level and contravenes the Charter right to strike.
- At the same time, our members continue to be under pressure from factors like declining public investment in post-secondary and the rise of AI, which increase workload while also threatening copyright, privacy, and general sanity.

- On the other hand, CUPE 2278 recently secured extended health benefits for their workers with a strong strike vote at UBC, showing the positive impact of union solidarity.

Bargaining

- This doesn't mean we haven't had some wins as well! Component 3 bargaining was ratified over the summer, and members are currently waiting for retroactive pay to be distributed (hopefully this paycheque)
- Component 3 helped lead the charge in BC, fighting for the "enhanced" wage mandate from the BC government/PSEC, which was given to most of the non-post secondary public sector. The baseline was 3% a year for four years in general wage increases. The "enhanced" version included an additional 0.5% per year above the 3% wage increases. The government was looking for a weak link in the postsecondary sector to accept the base version and help to sit this precedent. In solidarity with CUPE locals across the province, as well as our PEA and FA colleagues at UVic, UVic helped set the enhanced precedent for BC post-secondary bargaining.
- Components 1 and 2 are now currently in bargaining, beginning at the end of August. We had a few cancelled dates because of sickness on both sides but we are moving steadily across all components. We have not yet gotten into monetary discussions but are currently waiting on costing estimates from the University.

Local

- Elected President Greg Melnechuk has been on leave working with CUPE National since the AGM. I took the Acting President role on in mid-February and transitioned to full time over the summer. I will continue to fill the role until the end of December, with possible extension into the new year. Given Greg's long leadership of the local, this has been a year of change, but this has now settled back down into stability somewhat.
- Since the AGM, I have been working to conduct monthly executive meetings, attend labour/management meetings with the Employer, run orientations for new members across all three components, manage emerging labour relations issues, and meet with members to discuss concerns and provide representation in meetings with the Employer (see the Labour Relations report for more details). I attended the CUPE BC Convention at the beginning of May, will be attending the CUPE National Sectoral Conference in November with executive members Teagan and Cam, attended a CUPE BC Environment Committee meeting earlier in October and will be attending the CUPE BC Post-Secondary Committee meeting at the start of December. I have also been busy preparing for and attending Component 1/2 bargaining as co-lead spokesperson with Melissa.
- This year has seen an increase in grievances filed against the Employer, especially in Component 2 at both the ELC and ResLife, around issues covered in the staff report, including accommodations and concerns around student behaviour towards instructors.
- We are putting together two new committees, a bylaw and an events committee, to work with the executive board. The bylaw committee will conduct a thorough update of our bylaws, and the events committee will plan, organize, and run events to raise awareness of the union and give members opportunities to engage with the local. Please reach out by email if you are interested in being part of either of these.

- Question: What does going "on strike immediately" look like? Answer: There is a long process with multiple meetings. We will make sure you know what you are voting for and will be looking for a 90%+ vote in favour of striking. There is a strike fund.

Component 1 VP – Neve Sugars-Keen

- Helping organize and run new TA orientations
- Organizing weekly steward attendance at GSS Wednesday morning coffee

- Attended meetings prior to C1 bargaining and am acting as the lead spokesperson of the C1 table, which has met several times in the last month
- Elected this year's C1 steward team. I am hoping to organize steward training and our first steward council meeting of the year soon. I am also planning to rework some more component-specific training into the first steward council meeting for all stewards, new and returning, targeting engagement with members on both a formal and casual basis
- Looking for a CUPE 4163 GRC representative

Component 2 VP – Angie Reamer

- Assisted in the transition of the Equity VP role to Cam
- Attended the BC CUPE Convention
- Officially now an authorized signer for CUPE 4163
- Attended meetings prior to C2 bargaining
    - Opened the table for C2 at the end of August, but have not been able to get back to the table until the end of October
- **ResLife:** C2 Member at Large, Hailey, has been busy with various issues that have been noted in the Staff Report
- **Continuing Studies:**
    - Concerns regarding student behaviour
    - ELC and peer observations
    - ELC class sizes
    - Have assisted various members with issues that have arisen
- **CUPE 4163 Equity Action Committee**
    - A member of the EAC and the lead in a sub-committee for women
        - Events will be organized for next term
- **CUPE BC Racialized Workers Committee**
    - The Committee reviewed its action plan for the term and discussed progress on action items such as improving CUPE National resources, broadening support for racial justice and how to better harness the power of the Labour Movement.

Component 3 VP – Brock MacLeod

- Retroactive pay: hopefully tomorrow, but don't buy the new yacht just yet; having said that, this is the first of their many promises to get this paid out to have a date attached, albeit one with a parachute clause: unless issues arise.
- CAL accommodations that include class recordings without instructor consent: when a student records our lectures on an internet enabled device, they enter the domain of Anthropic et al., to become food for AI generation, and all manner of associated ills. This raises concerns around copyright infringement and privacy. This is an emergent issue that both the faculty association and the union are beginning to look into.
- Responding to member concerns about the impact of the newly elected Conservative government (see President report)

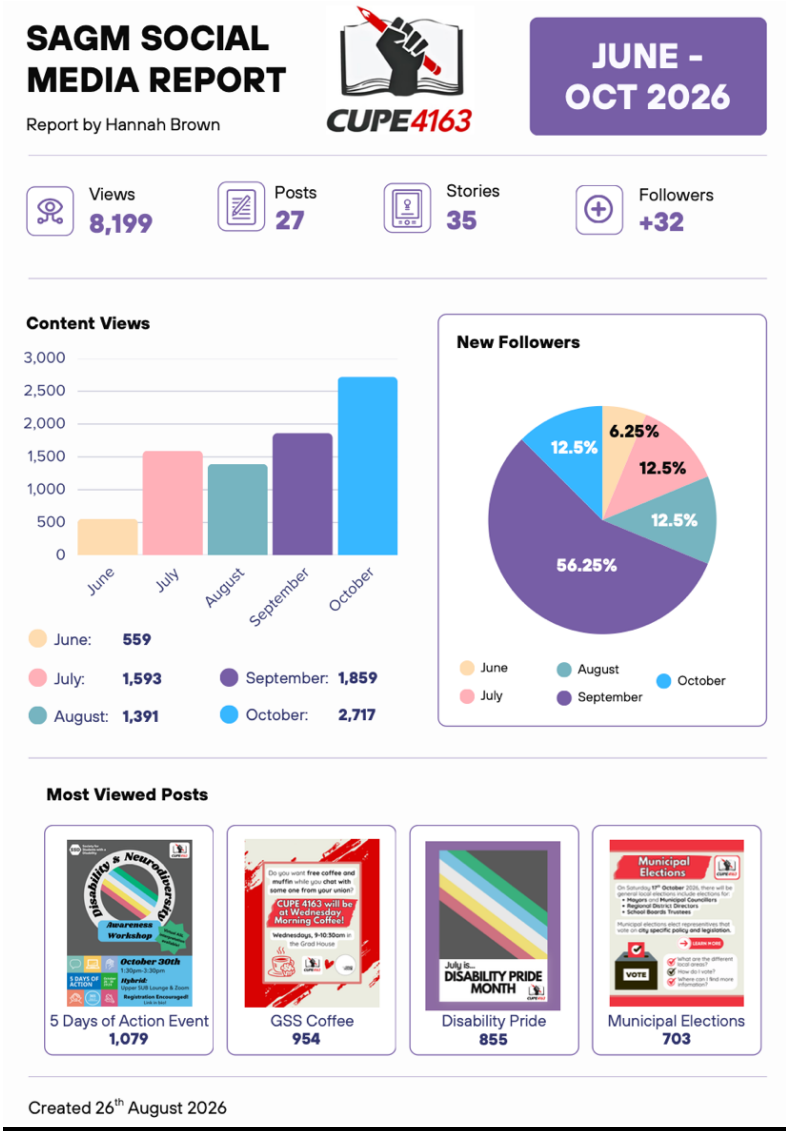
Equity VP – Cam Thiessen

- The main aspect of my role as Equity Vice President is to chair the Local's Equity Action Committee (EAC), whose task is, according to CUPE 4163's Committee Terms of Reference, "to identify equity issues and issues of discrimination in our workplace, our union and beyond" and "to work with the Local Executive to confront oppressive policies, practices and behaviours within the Local and the University."
    - The EAC mobilizes subcommittees such as the **disability subcommittee** and a **new subcommittee for women** (open to anyone who identifies as a woman), which is being started

up by our former Equity VP, Angie Reamer. My hope is to empower leaders of new subcommittees dedicated to (e.g.)
    - Racialized workers
    - Indigenous workers
    - Transgender/gender non-conforming workers
    - Migrant workers
    - **If you would like to be a part of the Equity Action Committee/subcommittees, please contact me at equityvp@cupe4163.ca.** My hope is to build a large, diverse, and powerful team to bring radical vision and action to this union!
- My first goal was to address inaccessibility of membership meetings. Membership meetings were restricted to in-person attendance only, inequitably limiting certain workers' abilities to attend and participate in union activities
    - Thanks to the efforts of the EAC and the Executive, this SAGM has been made available on Zoom! I am hopeful that we will enthusiastically approve our proposal to make hybrid meetings the expected norm for our union!
- Friday, October 30, from 1:30-3:30 pm, the EAC, led by our disability subcommittee, is collaborating with the Society for Students with a Disability (SSD) on an **Accessibility and Neurodivergence Awareness Workshop** for 5 Days of Action. See here for more info: https://www.uvic.ca/equity/education/5-days-action/schedule/index.php.
- My activities as Equity VP have also included:
    - advocating for equitable treatment in a dispute with our employer involving racial prejudice against one of our members
    - being part of the Comp 1 bargaining team
    - working with the EAC to identify inequitable employer hiring practices
    - advocating in Executive meetings for bylaw and policy changes which promote improvement to EDI-related issues within the union
    - thinking about improving local members' understanding of the union / understanding of the collective agreement (and how to use it) / connection with what the union is doing

Communications Rep – Hannah Brown
June – October 2026
Created 26 October 2026.

Overview	Content Views by Month	New Followers Distribution	Most Viewed Posts
• Total Views: 8,199 • Total Posts: 27 • Total Stories: 35 • New Followers: +32	• June: 559 • July: 1,593 • August: 1,391 • September: 1,859 • October: 2,717	• June: 12.5% • July: 12.5% • August: 12.5% • September: 56.25% • October: 6.25%	1. 5 Days of Action Event – 1,079 views 2. GSS Coffee – 954 views 3. Disability Pride – 855 views 4. Municipal Elections – 703 views



- Question: Does the union get involved in endorsing / door knocking / canvassing for local politics? Answer: For the municipal elections, we shared the endorsements from the Victoria Labour Council and CUPE BC. We also shared information about how / when / where to vote.

Motion to approve President's and Vice Presidents' reports: M/S/C 6:48 P.M.

8. Treasurer's Report (as circulated) and Proposed Budget (as circulated)

- **2025-26 Budget Report**
- Question re: the President Compensation line. Answer: The President is paid at the top step of the English Language Centre's pay scale. Neve is being paid the same as Greg would have been. The actual is much lower than the budget due to the recent changes of people holding the role; the 50-50 split between the union and the employer was thrown off at certain points. We will need to pay the university back a certain amount to make up for that.
- Technology budget has been creeping up. We have some tech subscriptions that we will be looking into ending soon.
- Question: Why are conferences and conventions separate lines in the budget? Answer: Educational (conventions) vs. members participating of their own membership (conferences). Conferences can be more general, not always CUPE-affiliated. Conference amount is bumped up and convention amount is bumped down in the proposed 2026-2027 budget due to conferences that are only held every other year.

- Question: Do stewards get paid? Answer: They receive an honorarium of $250. (Sometimes half of that if they do not fulfill all their duties.) We typically overbudget because we could have more stewards than we do.
- Question: What is the fiscal year for the budget? Answer: First day of October to last day of September.
- We budget high on things like bargaining and arbitration in case we need them (but hoping that we won't).
- Question: What is the education line? Answer: Primarily education and training for the president, but also for members on the executive board.
- Question: Did we go over the Social Justice Fund last year? Answer: No. Today's Treasurer's Report is the actual numbers.
- Question: Why are the actual dues higher than the budgeted dues? Answer: We only budgeted for a very modest/conservative increase in dues. We are doing the same thing again this year. We never know what will happen, especially with the change in government. The dues did increase this past year due to wage increases and the increase in overall members working.
- Question: Does anything happen with the extra net income? Answer: The finance committee will have to take a look and decide what to do with it.
- **Motion to approve Treasurer's report: M/S/C** 7:08 P.M.

- **2026-27 Proposed Budget**
- Requesting a higher budget for technology resources, with the understanding that we are going to cut back on subscriptions and software that we don't need.
- Question: The Reconciliation Fund (made up of interest) has gone down – has the interest gone down? Are there any other places from which we can pull interest to increase the fund? Answer: We can look at whether that money could be growing more interest elsewhere. The proposed budget is not precise to the decimal.
- Question: What are we investing in? Answer: We bank through a credit union. We have a number of long-term investments through our credit union. Usually all the investments are medium or low risk. Paul can follow up one-on-one.
- Question: Are there policies the union has to not invest in higher-risk funds? Answer: Not sure. We have had the funds for a long period of time. Avoiding risk would be fundamental to our approach, but we may not have anything in writing.
- Question: We may want to look into creating an investment policy that includes considerations about ethical investing.
- Question: What is the technology resources line being used for so that the actual budget is so much higher? Answer: MS365, Monday (have just cancelled), McAfee (have just cancelled), Adobe, Quickbooks. The budget has crept up over the last year, so we are going to try to prioritize to stop that trend. MS365 is both the home version (for the Treasurer) and the office version (for the President and Melissa). We reduced our Adobe subscription significantly (from over $100 to less than $30/month). Canva ($150/year) is used by our Communications Rep. One suggestion for replacing Microsoft is Proton. Lime Survey is the service we use to survey our members and we need to pay for it due to the number of people / number of surveys we use it for. AVG is an anti-virus software that we pay about $35 a year for.
- Question: If we have MS365, can we use Microsoft Forms instead of Lime Survey? Answer: Lime Survey is highly customizable in a way that other survey softwares may not be. We also need our surveys to be confidential. E-mail Neve or Melissa if you have any software or tech tool suggestions. We have been using many of the tools for a long time because they work for our purposes. The tech resources will probably come in under the proposed amount due to recently cancelled subscriptions. The actual spending will probably be closer to just under $4000.
- Comment: We will need an audio system that is better than we currently have in order to facilitate online meetings.

- **Motion to approve proposed 2026-27 budget: M/S/C** 7:23 P.M.

9. Trustees' Report

- The trustee audit is currently being organized and will take place in November.

10. Bylaw Amendments (as circulated)

1) Amendments (as circulated)

1. *Bylaw 11.4 (c): Reconciliation Fund.* **Add a $3000 maximum to the annual Reconciliation Fund donation.**

- **Motion:** to amend Bylaw 11 (Finances), section 4 (Donations), c) (Reconciliation Fund) section i) to "the annual interest from the largest of CUPE 4163's long-term savings accounts, **not to exceed $3000**."
- Question: What would happen to the remaining amount? Answer: We would move it forward and/or to elsewhere in the budget.
- Question: What kind of things does this fund tend to go towards? Answer: Donations to indigenous organizations doing work in the spirit of reconciliation. The Auntie Collective has received it twice. Last year the Sacred Heart in Cowichan received it. It has to be indigenous-owned and -led. Anything to promote their business or indigenous awareness.
- **Proposed Amendment:** not to exceed $3000 **in 2026-2027, with the cap to increase in line with CPI annually**. **Amendment M/S** 7:30 P.M. **Carried:** 7:31 P.M.

Moved: 7:25 P.M. **Seconded:** 7:25 P.M. **Carried:** 7:35 P.M.

2. *Bylaw 6 (4) and 6 (5): Duties of the Officers (Component Vice-Presidents; Equity Vice-President)*. **Add reporting requirements for Component Vice-Presidents and the Equity Vice-President at the SAGM.**

- **Motion**: to add to Bylaw 6 (Duties of the Officers), section 4 (Component Vice-Presidents) a new section, stating: "**l) make a written report of their activities and component updates at the Annual General Membership (AGM) and Semi-Annual General Membership (SAGM) meetings**."
- and amend Bylaw 6 (Duties of the Officers), section 5 (Equity Vice-President), sub-section e) to "make a written report of the Equity Action Committee's work at the Annual General Membership (AGM) **and Semi-Annual General Membership (SAGM)** meetings."

Moved: 7:36 P.M. **Seconded:** 7:36 P.M. **Carried:** 7:37 P.M.

3. *Bylaw 3: Membership Meetings*. **Set hybrid membership meetings as the default and set the requirements in line with the CUPE National bylaws.**

- **Motion:** to amend Bylaw 3 (Membership Meetings) to add: "**9) Meeting format. a) Membership meetings shall be held in a hybrid format. The Executive may elect to hold specific meetings only in-person or only virtual on a case-by-case basis. Meeting notices will include the meeting format. b) Members joining virtually must have their camera on for verification when joining the meeting and when voting by show of hands and their full name as their sign-in name. c) In-person and virtual participants must use the same method of voting, unless the National President approves otherwise. When a secret or confidential vote is taken the vote will take place using a secure electronic voting platform.**"

- Question: Does the language of the bylaw mean that we *cannot* hold hybrid meetings? Answer: No, it means that hybrid meetings are the default unless we elect to hold an only in-person or an only virtual meeting.
- Question: What online meeting platform will we be using? Answer: We looked into Motion Meetings, but they suddenly raised their price significantly. Simply Voting is another option; a lot of other unions use it. Will continue to look into our options with plans to use the chosen platform at the AGM.

Moved: 7:38 P.M. **Seconded:** 7:38 P.M. **Carried:** 7:41 P.M.

4. *Bylaw 6.2 (q) and 6.9 (b): Duties of the Officers (President; President position vacancies and leaves).* **Update president language to capture full-time position and pay at Component 2 instructor Step 13 and fix number duplication.**

- **Motion:**
- amend bylaw 6 (Duties of the Officers) 2 (President): "q. The President will be a paid position. Compensation will be ~~in one of three forms~~:
    - ~~A part-time paid release from their employment, to be negotiated with the Employer. The amount of the release shall be determined by the Executive according to budgetary capacity, union office workload, and the availability of cost-sharing with the Employer.~~
    - Wages equivalent to the Local's costs for a part-time paid release for a Component 2 instructor at Step ~~4~~ **13** of the salary schedule. Such wages shall be no less than 36 hours per ~~month~~ **week** at Step ~~4~~ **13** of the Component 2 Instructor rate.
    - ~~A combination of part-time paid release and wages. The cost of such a combination will not exceed the cost a part-time paid release as outlined in (i) above."~~
- and amend bylaw 6 (Duties of the Officers) 9 (President position vacancies and leaves): Renumber 9 to 10 to avoid duplication and amend: "b. The Acting President will be a paid position. They will ~~either~~ take a paid Union President leave as per the collective agreement~~, or a more limited position will be taken on~~."
- Question: Component 3 has added the president pay cost-share language to their collective agreement; will Component 1 be adding the same language to theirs? Answer: Yes.
- **Proposed Amendment:** strike out "part-time" **M/S/C** 7:54 P.M.

Moved: 7:43 P.M. **Seconded:** 7:43 P.M. **Carried:** 7:56 P.M.

5. *Bylaw 14 (Amendments):* **Amend notice of bylaw language from 60 to 30 days to match CUPE National requirements and provide flexibility in preparing amendments.**

- **Motion: amend bylaw 14 ("Amendments") as follows to match the CUPE national bylaw requirements:** "b) These bylaws shall not be amended, added to, or suspended except upon a majority vote of those present and voting at a regular or special membership meeting following seven (7) days notice at a previous meeting or at least ~~sixty (60)~~ **thirty (30)** days written notice."
- Question: It is sometimes difficult to access the bylaw modifications that are sent out to members. The explanation and the background is also very important to know in order to understand each bylaw change. Answer: Feedback taken. We can improve both of these in the future. The Communications Representative can help with this.

Moved: 7:57 P.M. **Seconded:** 7:57 P.M. **Carried:** 8:00 P.M.

11. Labour Relations Report

The CUPE 4163 office is staffed by a Member Advocate (Melissa) and the President or Acting President of the Local. This report reflects a broad overview of their combined labour relations work over the past 6 months.

The office has provided ongoing support and advocacy to members on multiple issues. We also perform all the administrative tasks for the local along with the day to day running of the office. The following provides a summary of our advocacy and labour relations work.

For the overall membership:

1. Responding to email inquiries on wages, working conditions, workplace safety, and the collective agreements.
2. Meeting with members to provide advice and/or support.
3. Continued advocacy with HR representatives on behalf of members.
4. Provided representation to members at meetings involving potential disciplinary action.
5. Ongoing representation at Labour Management Committee meetings (all components).
6. Ongoing work with members who are subject to external investigations.
7. Assistance with a higher than usual number of workplace accommodations.
8. Grievance filing and management.
9. Preparation for SAGM

For Component 1:

1. Raising issues with HR on behalf on members related to the posting and assignment of TA work.
2. Received and processed applications for the Component 1 Conference Award Fund (ongoing).
3. Orientations, these take up a large portion of the work we do through September as we provide a 30 minute union orientation to all new members of Component 1. Union stewards and Board Executives in Component 1 also help with delivering orientations.
4. Sending out nomination calls and prepping for Steward elections in departments without a steward.
5. Collective Bargaining
6. There are no current grievances in Component 1.

For Component 2 Second Language Instructors:

1. Assisted teachers with various inquiries around wages and working conditions.
2. Filed and resolved a grievance on behalf of a member that experienced discrimination in the workplace.
3. Met with the Employer at Labour Management meetings to raise issues around a variety of issues including: worker safety, the requirements for a workplace free from discrimination or harassment, class sizes, observations
4. Collective Bargaining

For Component 2 Cultural Assistants:

1. Ongoing work with CCAs to develop feedback for the Employer on how the past summer session went.
2. Orientations for new and returning Cultural Assistants
3. Collective Bargaining

For Component 2 Residence Life Workers:

1. Meetings with members around issues related to their working environment, workload, and other work-related issues.
2. A significant number of meetings to deal with workplace accommodations for multiple members due to a last minute change of process from the employer's side.
3. Ongoing contact with HR around room charges for PRCAs (this may head to grievance).
4. Collective Bargaining

For Component 3:

1. Working with HR and members to informally resolve issues around layoffs, overpayments, leaves, direct appointments, continuing status, benefits, and various other collective agreement issues.
2. Negotiation of several Letters of Understanding to deal with issues around unit allocations, departures, and direct appointment rights.
3. Completion of Collective Bargaining
4. Planning and delivering ratification information sessions prior to the vote on the proposed settlement.
5. Setting up and administering the vote for the Memorandum of Settlement.
6. Applying consistent pressure on HR to get the retroactive pay calculations completed and paid to members.

Motion to accept Labour Relations Report as circulated: M/S 8:05 P.M. **Carried:** 8:12 P.M.

12. Social Justice Fund (as circulated)

Nominees:

- BC Employment Standards Coalition
- The Lyceum
- Climate Change Resilience

- **Motion to approve up to two SJF nominees:** BC Employment Standards Coalition and The Lyceum **M/S/C** 8:24 P.M.

13. Good of the Union

- Question: Does the union do resolutions? Answer: That would be a motion. Question: If a member wanted to propose that the union take a stance on something, do we have the mechanism for that? Answer: Depending on what the motion was, it would go to the executive board or the next general membership meeting. You are welcome to respond to calls for S/AGMs with motions you would like to propose at the meeting and we can add these to the agenda.

14. Adjournment of Meeting

Moved 8:31 P.M. **Seconded** 8:31 P.M. **Carried at** 8:32 P.M.