



insideAESES NEWSLETTER

 **AESES**
February 2017 Volume 40 No. 1

Our Annual General Meeting

We are ready to rehash the successes that AESES had over the past year. Success in advocating for our members, bargaining for new collective agreements at our campuses, seeing an increase in members and more member engagement through our various activities and events, and affiliation with the Confederation of Canadian Unions.

Come out to our AESES Annual General Meeting on Tuesday, April 11, 2017 to learn more about AESES and how the union’s staff and programs can benefit you over the next year.

The meeting is scheduled to begin at 7:00 pm and will be held at the Masonic Memorial Temple at 420 Corydon Avenue. Light refreshments will be served and a question and answer period will follow each presented report.

All signed AESES members are strongly encouraged to attend, to have their voices heard and to hear about how your dues are being spent. Please note that **only those who are signed members** will be allowed to attend and vote on issues.

If you are not yet signed, but are interested in attending, simply contact the AESES office and we’ll have you fill out a membership application form prior to the meeting.



The agenda for this year’s AESES Annual General Meeting can be found on page 4 of this newsletter.

Members will receive notice about accessing the AGM Annual Report via our website’s Members’ Only Section at a later date, once available.

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Settling Grievances

Meet Your New University of Winnipeg Contract Administrator

Joan Duesterdiek was recently appointed as AESES' University of Winnipeg Contract Administrator by the Executive Council. Contract Administrators are appointed at each university at the recommendation of a Negotiation Committee or Bargaining Team. The Contract Administrator's role is to oversee the administration of the Collective Agreement for their bargaining unit for the duration of the contract.

Joan has a long history with AESES. She presently serves on the following committees: AESES Board of Representatives, Executive Council, Education, UW Joint Employee Benefits, UW Employment Equity, in addition to several ad hoc committees for AESES. She served as the AESES Executive Vice-President for the period of May 2016 until recently, and previous to that held the role of Vice-President UW for several years. Joan has also contributed to the success of the Negotiation and Bargaining Teams while participating in bargaining for the last number of contracts.

Joan has worked in Technology Solutions Centre since 1996 and has seen many changes in technology since that time. Currently she is the VoIP Administrator for the UW phone system.

Her educational background includes many courses ranging from those in the Administrative Assistant field to more recently taking CISCO courses to help her with her job as administrator of the VoIP system.

Outside of work she enjoys sewing, crocheting, reading, wine, and talking about her grandchildren when she's not spending time with them.

Welcome to the (new) team Joan!

Contract Admin

UM Two library grievances regarding an unpaid notice period were resolved at the Second Stage of the grievance process. The third grievance for unpaid notice was withdrawn by the Association.

There still has been no resolution to the Library vacancy selection grievance at the Second Stage of the grievance process; it has therefore been referred to arbitration.

A disciplinary grievance was filed for a termination for alleged dereliction of duty. The grievance is at the Second Stage.

A member was issued a Letter of Warning for allegedly failing to follow proper procedures during the course of their work. The grievance is at the Second Stage.

A grievance was filed to assist a member who has been the subject of retaliation following the filing of a formal Respectful Workplace complaint. The grievance is at the Second Stage.

UW A grievance was filed on behalf of a member who was issued a one (1) day suspension for alleged improper conduct while on duty. The grievance is at the Second Stage.



Joan Duesterdiek



Can You Tell Me?

WHAT SHOULD I DO WHEN MY WORK RESPONSIBILITIES CHANGE?

As a result of the many changes going on within departments over this past year, AESES is deeply concerned that our members are taking on new work, or are being assigned new duties and responsibilities, without formal approval of those responsibilities.

It is important to understand that employees do not normally control which duties or responsibilities are included in any position. Only the appropriate manager or supervisor can approve any changes and bind the employer to any additional compensation that might result from changes on a temporary or permanent basis.

If work comes your way that is significantly different than your position description outlines, you should seek confirmation that this work is legitimately assigned to you (use email to confirm this or request a revised position description). Failure to follow this step could permit the employer to deny any additional compensation that

may be appropriate for the new work being carried out.

It is critical for the member to initiate the confirmation of the new or additional duties and responsibilities at the start of any changes to ensure that they are being compensated fairly at all times.

Given the current fiscal environment, it is also not uncommon for department managers or supervisors to raise concerns over the potential costs associated with new duties and responsibilities, where there may be an increase in classification. While this is understandable, it does not form a part of any review process normally. If a revised position description results in a higher classification, then the department has a choice to either pay for the work as outlined, or to eliminate the work from the position and consequently the employee does not perform these tasks. Ultimately, the department can control the classification of a position by including or excluding specific duties and responsibilities from it.

AESES members have the right to use the Classification Review Process, regardless of any department review that might be in process. Members can complete a position description draft, complete the request for classification review form, and send it to the HR consultant they are supported by in the Human Resources Office. Without these steps completed, the position review

It is critical to initiate the confirmation of new or additional duties at the start of any changes, to ensure fair compensation for members.

process is not formally triggered. Delays commonly occur due to improper form completion, when position description drafts are not being completed, or when they are being held up in the department.

Please contact the AESES office if you need assistance with any portion of the process.



Seminars that Educate

The AESES Education Committee is in the process of lining up our next batch of exciting learning opportunities. So far, the spring slate features education sessions related to ballroom dancing, board games, hula hooping, painting, wine making, and a trolley tour of the city. We're offering a wide mix of activities to suit the many interests of our members.

If you have yet to participate in an education seminar, they are casual, non-competitive events that allow participants to meet other members from across our campuses, while learning a new skill. All sessions are open on a first come, first served basis, with registrations processed through the AESES Office.

Stay tuned for details via our website and your email inbox!

2017 AGM Agenda

OUR PLANNED ITINERARY FOR AESES' ANNUAL GENERAL MEETING ON APRIL 11, 2017.

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| 01. President's Welcome | 06. Classification Committee Reports | 12. Joint Employee Benefits Committee Report (UW) |
| 02. Acceptance of Minutes of 2016 Annual General Meeting | 07. Communication Committee Report | 13. Bargaining Team Reports |
| 03. President's Report | 08. Contract Administration Reports | 14. Workplace Safety & Health Report (UW) |
| 04. Treasurer's Report | 09. Education Committee Report | 15. Organizational Safety and Health Advisory Committee Report (UM) |
| • Finance Committee Report | 10. Electoral and Districting Committee Report | 16. Constitution and Bylaws Amendments |
| • Auditor's Report | 11. Staff Benefits Committee Report (UM) | |
| 05. Activities Committee Report | | |

AESES Appointments

Joan Duesterdiek was appointed as the Contract Administrator for The University of Winnipeg.

Matilde Kostiw was appointed as a member of the Board of Representatives for District 30.

Trevor Phillips was appointed as a member of the Board of Representatives for District 3.

Colleen Thompson was appointed as an alternate AESES representative for the UM Staff Benefits Committee.



From the President's Desk



President Laurie Morris

Happy New Year! 2016 was a difficult year for many of our members. At the University of Manitoba, we saw over 75 positions discontinued with 38 people in the libraries making up the largest cut from any one unit. Many of our members in the libraries are continuing to suffer from the loss of these positions. A survey done over the past few weeks reports that most of the library locations are

experiencing staff shortages and even closures. Many of the members are still having to work irregular shifts and suffer heavier workloads. Many of our members are still working alone with no official direction or "working alone" policy in place. More importantly, most staff report feeling de-valued and morale is extremely low.

On January 9th, we presented this information to Greg Juliano, Assoc. VP of HR (UM). He seemed to be very interested in hearing how our library members were managing with these significant changes and we believe he intends to follow up on the concerns we raised with Library Administration.

We also took the opportunity to follow up on our meeting with President Barnard from August, 2016. We asked where the UM was at with issues like a softer approach to position discontinuances...especially in the cases of long-service

employees. While this approach has been shared with HR Consultants, we believe the message still needs to get out to the units. We intend to keep up the pressure on this issue.

At the University of Winnipeg, AESES held a Brown Bag Lunch on Monday, December 12th, for those employees housed in the Rice Building. While the timing of the lunch did not allow many of the members to attend, we answered some excellent questions regarding overtime, reclassifications and supervision/direction. It was a very useful discussion. We hope that our members in attendance were able to take what they heard and share it with their colleagues.

On January 13th, we attended a UM All Unions meeting where we discussed issues pertaining to the Pallister government and where our UM unions stand. We talked about the two UM unions who will be going into bargaining in March/April (Unifor and UMFA) and how we might, as a group, support them. We also informed the group that AESES recently affiliated with the Confederation of Canadian Unions (CCU) which is comprised of independent unions only.

AESES will attend its first official meeting with the CCU in early March where we will receive our charter of affiliation. While delegates will report back to the AESES Board of Representatives and to the ad-hoc committee struck to review and evaluate this affiliation, we also hope to publish information regularly for our membership in the newsletter.

To read the letter we sent to members regarding this affiliation as well as the recent article published by the Manitoban, please visit the AESES website at www.aeses.ca.

Laurie

THE LIST OF NEW FACES AT BOTH UNIVERSITIES CAN BE VIEWED ONLINE:

<http://aesess.ca/new-faces/>



In the April Issue

- Members' Day Lunch Information
- Annual General Meeting Recap
- International Women's Day Dinner
- AESES Scholarships for Dependents
- etcetera

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UW - Mail Room



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