



CUPE LOCAL 3906

CANADIAN UNION OF PUBLIC EMPLOYEES - MCMASTER ACADEMIC & RESIDENCE WORKERS

Tel: 905-525-9140 ext. 24003 Fax: 905-525-3837 Email: staff@cupe3906.org

McMaster University, Kenneth Taylor Hall B111, 1280 Main St W, Hamilton, ON, L8S 4M4

General Membership Meeting Agenda

DATE: August 20

TIME: 10:00 am

Executive Committee

President:	Oluwadamilola Babatunde (she/her)
Vice President:	Kusum Bhatta (she/her)
Vice President External:	Mira Musallam (she/her)
Secretary Treasurer:	Saba Khorasani (she/her)
Recording Secretary:	Rishav Jaiswal (he/him)
Lead Steward, Unit 1:	Zeinab Vosooghi (she/her)
Lead Steward, Unit 2:	Dr. Hamedhossein (Hamed) Afshari (he/him)
Lead Steward, Unit 3:	Dr. Bitra Pourbahari (she/her) s(Interim)
Lead Steward, Unit 4:	Mazen Afify (he/him)
Health and Safety Officer:	Mahnaz Tajik (she/her)
Benefits & Advocacy Officer:	Shabnam Fadaei Chatroudi (she/her)
Equity Officer:	Korede Ologun (he/him)
International Officer:	Samuel Ikueze (he/him)
Undergraduate Officer	Elissa Cunningham (she/her)

Committee & Working Group Chairs

PAC Chair:	Vacant
Contract Action Committee:	Mitch Lupa and Caleb Smolenaars
Women and Gender Rights Committee:	Kusum Bhatta
Indigenous Solidarity:	Emily Howse-Hackl & Ayra Thomas
Communications Committee:	Vacant
Prisoners Solidarity:	Sonia Hill and Patricia Mills
Ouwcc:	Kyle Morrison

Trustees

exp. Fall 2025 audit: Zahra Tootonsab (she/her)
exp. Fall 2026 audit: Camden Church
exp. Fall 2027 audit: Vacant

Staff

Staff Representative: Brad Walchuk (he/him); and Mary Ellen Campbell (she/her)
Administrator Coordinator: Francesca Brugnano (she/her)



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Agenda

1. **Roll Call of Officers**
2. **Land Acknowledgement Reading of the Equity Statement**
3. **Approval of the Agenda**
4. **Reading & Approval of Previous Minutes**
5. **Matters Arising from Previous Minutes**
6. **Secretary-Treasurer's Report (Saba)**
7. **Communications and Bills**
8. **Executive Committee Report** : can be found on GMM website, addressed in GMM only if necessary: <https://cupe3906.org/gmm-materials/>
9. **Reports of committees and delegates - *if applicable***
 - a. Steward Networks (**Chaired by: Zeinab Vosooghi, Hamed Afshari, and Bita Pourbahari, Mazen**)
 - b. Labour-Management Committee (LMC)
(Notice of proposed by law amendment, please see Appendix D for details)
 - c. Committee Updates - *if applicable*
 - i. Bylaws **Committee (Chaired by: Korede)**
 - ii. Equity Action Committee (**Chaired by: Korede**)
 - iii. International Committee (**Chaired by: Samuel Ikueze**)
 - iv. Communications Committee (**Chair Vacant**)
 - v. Women and Gender Rights Committee (**Chaired by: Kusum**)
 - vi. Indigenous Solidarity Working Group (ISWG) (**Chaired by: Emily Howse-Hackl**)
 - vii. Health and Safety committee (**Chaired by: Mahnaz Tajik**)
 - viii. Political Action Committee (PAC) (**Chair Vacant**)
 - ix. Prisoners Solidarity Working Group (**Chaired by: Sonia Hill and Patricia Mills**)
 - x. Contract Action Committee (**Chaired by: Mitch Lupa and Caleb Smolenaars**)
 - xi. Unit 4 Bargaining Committee
 - xii. Hamilton & District Labour Council (HDLC)
 - xiii. Ontario University Workers Coordinating Committee (OUWCC)
(**Campus Rep: Kyle**)
 - xiv. CUPE Council
10. **Nomination, elections, or installations**
 - a. Lead Steward Unit 3 Election [Mary Ellen]



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- b. Election of delegate(s) to attend the 2025 Injured Workers & Health and Safety Conference [Kyle]
- c. CUPE National Convention delegate election (x6) [Brad]
- d. Unit 4 Bargaining Team Alternate [Mary Ellen]
- e. Election for up to 5 delegates to CUPE Mike Stokes School [Mitch]

11. Unfinished (old) business

12. New business

- a. Bylaw Amendments (See Appendix A and details on <https://cupe3906.org/about-us/by-laws/>)
- b. Motion to send up to four delegates for 2025 Injured Workers & Health and Safety Conference. [Kyle]
- c. Motion for funds for Equity Action Committee (Korede): "I, Korede Ologun, move approve \$5,000 for equity action committee event as per 2024 budget for planned events in September and October."

13. Other business

14. Good of the Union

15. Adjournment

Appendix A

Motion:

Be it resolved that the membership of CUPE Local 3906 approve the addition of a Communications Officer position as an executive committee member who can run the communications committee to support the organization's outreach, engagement, and visibility efforts.



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To facilitate this, the membership will approve a proposed bylaws change/addition to article 5 of the bylaws outlined below.

Rationale:

As our union grows in scope and engagement, the demand for timely, effective, and strategic communication has also grown. This includes managing news blast, social media, internal updates, press releases, and public-facing campaigns.

At present, union's communications responsibilities are either informally assigned or absorbed by other roles. This leads to inefficiencies, inconsistencies, and missed opportunities to amplify our work and reach our membership.

Many unions have a dedicated communications committee or officer. Establishing this committee aligns us with best practices and ensures sustainability.

Proposed Bylaws Change/Addition

****new**** Article 5 (L)

5(L) The COMMUNICATIONS OFFICER Shall:

- i. Develop and implement a communications strategy that ensures members are informed, engaged, and empowered.
- ii. Promote union meetings, campaigns, bargaining updates, job actions, and social events through accessible and inclusive communication.
- iii. Chair the Communications Committee
- iv. Draft and disseminate regular newsletters, bulletins, and member updates.
- v. Ensure timely and accurate communication between the Executive Committee and the membership, especially during bargaining periods, strikes, or mobilization.
- vi. Manage the union's official social media accounts in alignment with union values and political positions.
- vii. Create engaging and educational content that promotes worker solidarity, collective action, and awareness of workers' rights.



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- viii. Monitor and report on reach, engagement, and member feedback.
- ix. Design communication materials (posters, flyers, graphics, email blasts) for coordinated campaigns, organizing, mobilizing grassroots activism, political actions, and coalition events.
- x. Assist all officers and committees in drafting promotional materials, communicating with members and developing, producing and commissioning external communications (e.g., media releases, advertisements, etc.
- xi. Chair the Communications Committee.
- xii. Collaborate with other committees (e.g., Equity, Political Action) to support campaigns that center the voices of marginalized workers.
- xiii. Update the union's website with accurate and current information, including bylaws, benefits, event details, and campaign updates.
- xii. Ensure all communications meet accessibility standards (e.g., alt-text, plain language, multilingual content where applicable).

***current article 5(L) becomes 5(M), language stays the same**

All executive officers are jointly responsible for the effective operation of the Executive Committee and shall perform any additional duties deemed necessary by the Executive Committee.

and current article 5(M) becomes 5(N), language stays the same

All Executive Officers are expected to make a written or verbal report on their respective portfolios at each GMM and contribute an end-of year report to the Executive Report to be presented at the Annual General Meeting (AGM) which includes a summary of their activities over the course of the year as well as recommendations for the year to come.