



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 Minutes

Date: Jan 22

Time: 3:00 pm

Executive Committee

President:	Mitchell Lupa (he/him)
Vice President:	Kusum Bhatta (she/her)
Vice President External:	Javad Emadi
Secretary Treasurer:	Saba Khorasani (she/her)
Recording Secretary:	Rishav Jaiswal (he/him)
Lead Steward, Unit 1:	Vacant
Lead Steward, Unit 2:	Dr. Hamedhossein (Hamed) Afshari (he/him)
Lead Steward, Unit 3:	Dr. Bita Pourbahari (she/her)
Lead Steward, Unit 4:	Caleb Smolenaars (they/them)
Health and Safety Officer:	Mahnaz Tajik (she/her)
Benefits & Advocacy Officer:	Shabnam Fadaei Chatroudi
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:	Rand Clayton and Caleb Smolenaars
Women and Gender Rights Committee:	Kusum Bhatta
Indigenous Solidarity:	Emily Howse-Hackl and Ayra Thomas
Communications Committee:	Caleb Smolenaars
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: Kyle Morrison

Staff

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



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Agenda

Mitchell: We have at least one committee chair who is no longer a member, and we need to vote to allow them to attend as a guest. Mitchell requested a motion to allow non-member chairs of working groups and committees to join the meeting.

Rand move a motion to allow any non-member chairs of working groups and committees to join.

Bitia seconds

Motion passes

1. Roll Call of Officers

Javad sent regrets

2. Land Acknowledgement

3. Reading of the Equity Statement

4. Approval of the Agenda

Kusum move to approve the agenda.

Bitia seconds

Mitchell noted an error in the order of agenda items regarding elections and funding and requested an amendment to reorder items 10B and 10C so funding occurs before elections.

Caleb: I move that amendment.

Shabnam seconds

Motion passes

Amended agenda passes

5. Reading & Approval of Previous Minutes

Mitchell raised concern that posting detailed financial balances publicly could give the employer access; requested redaction of financial figures with availability to members upon request.

Rand: I move motion to amend previous minutes by redacting financial figures and adding a note that details are available to members upon request.

Shabnam: Second.

Motion passes



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6. Matters Arising from Previous Minutes

7. Secretary-Treasurer's Report

Mitchell: Saba is delayed due to teaching; report deferred.

8. Communications and Bills

- a. Request for Support to the United Way- International Women's Day Night of Comedy - TikTok influencer headlining (Brad)

Mary Ellen: We received a request for support for the International Women's Day Night of Comedy organized by the Hamilton and District Labour Council Women and Gender Equity Committee. The event is free and relies on donations from locals. It takes place on March 3 and will feature comedians, including a TikTok personality headliner. They are requesting either a monetary donation or support in the form of door prizes.

Mitchell: Since this would require a motion and an amount, members can bring forward a motion later in the meeting once we confirm details.

*(**Note: Motion was raised later in Other Business**)*

Kusum moves to donate \$500 for support to United Way-International Women's Day Night of Comedy.

Caleb seconds

Motion passes

Mitchell: We have 5 seats for the events. If members are interested in going, just send an email to staff or to me.

- b. Petition from CUPE Ontario on behalf of Carleton TAs, Local 4600 (<https://cupe4600.ca/bargaining/ai-guardrails/>) (Brad)

Mitchell: CUPE Local 4600 has asked locals to sign onto their petition regarding AI guardrails and protections for TAs. Members can sign individually, or the local can endorse it. Since people may want time to read what we'd be endorsing, this can be brought back as new business for a vote at a later point.

Later motion was passed to sign into the petition (Mover and seconder were missed)

9. **Executive Committee Report** : can be found on GMM website, addressed in GMM only if necessary: <https://cupe3906.org/gmm-materials/>



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Kusum: I want to acknowledge what Iranian members of our local are going through right now. It has been a very difficult time, and we have been continuing awareness events that will lead to mobilization and action in the coming days. It is important for us as a local to recognize and hold space for this.

Shabnam: Applications for end-of-fall benefits have all been processed and cheques have been issued. If you requested mail delivery, your cheque should be on the way. If you selected pickup, please contact staff to arrange a time. The next benefits meeting will be in February, and details will be shared soon.

10. Reports of committees and delegates - *if applicable*

- a. Steward Networks (Chaired by: Hamed, Bitia, and Mazen)
- b. Labour-Management Committee (LMC)
- c. Committee Updates - *if applicable*
 - i. Bylaws Committee (Chaired by: Kusum)
 - ii. Equity Action Committee (Chaired by: Korede)
 - iii. International Committee (Chaired by: Samuel Ikueze)

Sam: The food pantry program is still ongoing. Members can come to the office next week, and any exec or staff member can help them access what they need.

- iv. Communications Committee (Chaired by: Caleb Smolenaars)
- v. Women and Gender Rights Committee (Chaired by: Kusum)
- vi. Indigenous Solidarity Working Group (ISWG) (Chaired by: Emily Howse-Hackl and Ayra Thomas)

Emily: We're continuing planning for the Land as Kin conference, which will take place on March 14. The call for papers is out and available on our website and Instagram. We're inviting submissions from Indigenous people and allies, including academic papers, art, poetry, and other forms of expression related to Indigenous relationships to land on Turtle Island. We'll continue reposting the call until the conference.

- 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: Rand Clayton and Caleb Smolenaars)
- xi. Unit 4 Bargaining Committee (Chaired by: Caleb Smolenaars)



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Mitchell: Unit 4 bargaining has been my main focus over the past month. We are getting close to a deal, and I'm hopeful that the significant effort put into organizing, mobilizing, and bargaining will be wrapped up soon.

Caleb: For Unit 4 bargaining, we are approaching a potential tentative agreement. There are not many items left on the table, though the remaining ones are significant. We've met with the employer about twenty times and have four more dates scheduled for early February, after which we'll share another update. For the Contract Action Committee, Mitch stepped down as co-chair after becoming President, and Rand was elected as co-chair at the most recent CAT meeting. For the Communications Committee, I've been working on a new, more accessible and modern website for the local. There will be a motion later in the agenda about purchasing a new platform. You may also have seen the newsletter sent out yesterday; I plan to send one out monthly going forward.

- xii. Hamilton & District Labour Council (HDLC)
- xiii. Ontario University Workers Coordinating Committee (OUWCC) (Campus Rep: Kyle Morrison)
- xiv. CUPE Council

11. Nomination, elections, or installations

Mary Ellen Chairs

a. Election for Unit 1 Lead Steward

Mary Ellen: Before we begin, a reminder that voting is tied to registration using your own McMaster email. If you're using someone else's link, you won't receive a ballot. Some members may also be asked to verify membership since January membership lists are still being finalized.

Mary Ellen explained that the Unit 1 Lead Steward position is vacant following Zeinab stepping down and thanked her for her work, particularly during orientation. She outlined the responsibilities of the role as defined in the bylaws and clarified that only Unit 1 members can run and vote. She explained the election process, including the 72-hour balloting period and the use of Election Runner.

Mary Ellen opened nominations.

Asim was nominated by multiple members.

Precious self-nominated.

Mohsen self-nominated.

Simran self-nominated.



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Nominations were closed after three calls. All nominees accepted their nominations, resulting in four candidates: Simran, Mohsen, Precious, and Asim.

Each candidate gave a brief statement outlining their experience, motivation, and commitment to the role. A question period followed.

Caleb: Being a lead steward is a significant time commitment. How would you manage your time and ensure availability to members?

Simran responded that their experimental work is currently paused, allowing them to dedicate time to the role. Mohsen noted that they are writing a paper this term and have sufficient flexibility. Precious spoke about balancing academic work with parenting and past leadership roles. Asim explained that they have completed coursework and comps, have no TA assignment this term, and already serve as a steward.

Mary Ellen: Thanked the candidates and explained that ballots would be sent out by email after the meeting. Candidates were invited to appoint scrutineers if they wished.

The chair was returned to Mitchell.

b. Election of up to 5 delegates to CUPE National Union Education Ontario Spring Weeklong School 2026 (Formerly known as David Saunders Memorial School)

*(**Note: This election was done after 13b motions**)*

Mary Ellen explained the opportunity to send up to five delegates to the Spring Weeklong School and outlined expectations, including post-conference reporting and covered expenses. She opened nominations.

Shivam, Caleb, Precious, Mitch, Kyle, and Kusum self-nominated.

With six nominees for five positions, an election was initially required.

Precious then withdrew their nomination, resulting in five candidates for five positions.

Mary Ellen declared the remaining nominees acclaimed and confirmed that no election was required.

c. Motion to elect up to 2 delegates to the CUPE Ontario Secretary-Treasurers Conference 2026 (Mitch)

*(**Note: This election was done after 13f motion**)*

Mary Ellen opened nominations for two delegate positions.

Shivam self-nominated.

Mitch nominated Saba.



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Nominations were closed after three calls.

Both nominees accepted and were declared acclaimed.

12. Unfinished (old) business

13. New business

- a. Funding request of \$1000 from SAHAHR (Sam)

Mitchell: The first item is a funding request from Sam.

Sam: We received a request from the South Asian Hamilton Association for \$1,000. We've partnered with them in the past and were recognized as a partner at their events. They support South Asian communities, including many of our members, and are requesting support again for their cultural programming.

Sam moved to donate \$1,000 to the South Asian Hamilton Association to support their cultural event and community work.

Rishav seconded.

Motion passes

- b. "I (Mitchell Lupa) move that we, CUPE 3906, allocate \$10,750 for registration fees for the CUPE National Union Education Ontario Spring Weeklong School 2026 (Formerly known as David Saunders Memorial School)

Mitchell: The next motion is to allocate funds for CUPE National Union Education Ontario Spring Weeklong School. Since this is my motion, I'll step aside and ask Kusum to chair.

Kusum assumed the chair.

Mitchell: I moved that CUPE 3906 allocate up to \$10,750 for registration fees for the CUPE Ontario Spring Weeklong School, assuming up to five participants. The amount may not be fully spent depending on attendance. This school offers foundational union education and networking opportunities.

Caleb seconded.

Kusum and Mitchell clarified that the school runs from April 26 to May 1 and that priority should go to members who have not previously attended.

Motion passes



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- c. CUPE Parliamentary Procedure Training - Tuesday, February 24th 9:00 AM to 4:00 PM and Wednesday, February 25th from 9:00 AM to 12:00 PM (Mitch)

Mitchell: I shared notice of CUPE Parliamentary Procedure Training scheduled for February 24 (9–4) and February 25 (9–12), facilitated by Diana. The training is free, open to all members, and focused on understanding meeting procedures and motions. No motion was required.

- d. Motion by CAT to allocate up to \$2,200 for new hats (100x Pink, 100x White) [Appendix-A] (Mitch)

Mitchell: The next motion, from CAT, is to allocate up to \$2,200 for new hats as shown in Appendix A.

Caleb: This motion was approved by CAT and brought to the GMM for transparency.

Caleb seconded.

Kusum called the vote.

Motion passes

- e. Motion to revive the political action committee (Antonio J. Rodriguez)

Mitchell: There was a request from Antonio to revive the Political Action Committee, but Antonio is not present to move it.

Rand moved to revive the Political Action Committee and hold meetings to elect a chair.

Caleb seconded.

Motion passes

- f. Motion to allocate up funds for up to 2 delegates to attend CUPE Ontario Secretary-Treasurers Conference 2026 (approx \$1,870 plus applicable taxes) (Mitch)

Mitchell: Next is a motion to allocate up to \$1,800 for up to two delegates to attend the CUPE Ontario Secretary-Treasurers Conference.

Caleb seconded.

Mitchell explained the importance of financial training for the local and noted that additional motions could be brought later if more delegates were needed.

Motion passes



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- g. To provide \$1,000 to Hamilton Urban Core to support Black History Month [Appendix-B] (Korede)

Mitchell: The next item is a request to donate \$1,000 to Hamilton Urban Core to support Black History Month programming.

Precious moved the motion.

Kusum seconded.

Mitchell noted the organization supports families experiencing homelessness and that CUPE 3906 has supported them previously.

Mitchell called the vote.

Motion passes

- h. I move that CUPE Local 3906 spend up to \$300 to purchase a Squarespace subscription for the remainder of the fiscal year, to be used to modernize and create a more accessible website for the Local. (Caleb)

Caleb moved that CUPE 3906 spend up to \$300 for a Squarespace subscription for the remainder of the fiscal year to modernize and improve accessibility of the local's website.

Javad seconded.

Caleb explained limitations of the current nationally hosted site and the benefits of managing a modern site locally. Brad supported the motion, noting improved accessibility and potential cost neutrality by reducing unused Zoom licenses. Kusum raised concerns about transition and prior executive discussion but supported transparency and member decision-making. Kyle emphasized that the GMM has final authority and supported the redesign.

Motion passes

- i. Motion to donation \$1000 for Iranian CUPE Members (Mahnaz)

Mitchell: Mahnaz has a motion regarding support for Iranian members.

Mahnaz moved to allocate \$1,000 to support memorial and rally events organized by Iranian students at McMaster. She clarified the funds would be used for event costs, not given directly to individuals.

Javad seconded.

Motion passes

14. Other business



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Mitchell: Is there any other business?

Caleb moved to donate \$1,000 to Justice for Migrant Workers, noting the organization supports migrant workers and the importance of solidarity given current conditions.

Saba seconded.

Motion passes

15. Good of the Union

Kusum raised concerns about members reporting difficulty entering the Zoom meeting.

Brad explained that no one was currently in the waiting room and that registrations submitted after the meeting start may not yet have been processed, but all earlier registrants were approved or contacted.

Mitchell thanked everyone for their patience and shared appreciation for the meeting running smoothly.

16. Adjournment

Kusum move to adjourn

Rishav seconds

Meeting adjourned at 4:50 pm.

Rishav Jaiswal

Rishav Jaiswal
Recording Secretary



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Appendix-A





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Appendix-B

Urban Core is a non-profit, community health centre that supports individuals and families who are homeless or at risk of homelessness, many of whom face overlapping barriers related to race, income, and access to care. Their work is grounded in harm reduction, equity, and culturally responsive support—particularly for Black communities in Hamilton.

This Black History Month, they are hosting a community event focused on celebration, connection, and culturally grounded health promotion for community members who are often excluded from traditional spaces. They have reached out to ask if CUPE 3906 would consider supporting this event through a donation.

Our support would directly help Urban Core create a welcoming, affirming space for Black community members experiencing housing insecurity—turning Black History Month into a moment of real, tangible care.