



**Local 241 – Mohawk College
LEC Minutes
Wednesday December 2, 2020
5:30pm
Zoom Meeting**

LEC Members: Tracey-Ann Prokipczuk, Steven Mikalauskas, Melissa Mellor, Susan Lau, Tara Bristol, Deborah Konig, Jason Kovacs, Karoline Fox, Paula Golding, Mary D’Souza, Andre Brouillette, Tanya Kowalewicz,

Regrets: Greg Gagnon, Karen Finucane

Guest: David Brooks

Required for Quorum: 8 (50% plus 1)

1. Call to order 5:38 pm
2. Statement of respect (<https://youtu.be/t-XTMx1md7I>)
Read by Susan
3. Adoption of agenda
Motion by Tara, second by Mary. Motion carried.
4. Minutes of previous meeting (October 15, 2020)
Motion to remove Melissa Mellor and Mary D’Souza from regrets, add Andre Brouillette, Change the amount of quorum from 7 to 8 (50% plus 1), Correct the numbering system.
Motion to change absent under treasurer reports
Motion to approve with amendments 1st Susan, 2nd Paula, Motion Carried
5. Business Arising
 - Donation in Memory of Betty Savoie to Alzheimer’s Society



**Local 241 – Mohawk College
LEC Minutes
Wednesday December 2, 2020
5:30pm
Zoom Meeting**

- \$500** donation to be sent from Local 241
Motion to approve 1st Tracey-Ann 2nd Tanya Kowalewicz, Motion Carried
6. New business
 - Position of Acting Communications Officer
 - Position became vacant
 - Information provided on the duties of the position
 - Deborah expressed interest
 - Motion to approve 1st Tara 2nd Tanya, Motion Carried
 7. Reports of officers
 - 7.1. President
 - PDF's get them in get them done
 - HR Hiring Policy – Need to look at the process
 - Member from HR is Retiring after 33 years at Mohawk College – recommendation of sending a Thank you letter
 - 7.2. Vice President
 - Working with a new manager and their department as well as reviewing PDF's
 - See H&S
 - Info on Christmas plans from the college
 - 7.3. Treasurer/Secretary
 - Nothing to report
 - 7.4. FT Unit Steward
 - Membership lists to update a mailing list stressing on PT members



**Local 241 – Mohawk College
LEC Minutes
Wednesday December 2, 2020
5:30pm
Zoom Meeting**

PT meeting to discuss demand set
HR meeting and it was brought up that we need to discourage our members taking verbal conversations as set in stone and need to have it in writing for all duties, hours, overtime pay etc. Looking to have information posted on the website
Separation between support staff and faculty with assigning duties and workload

- 7.5. PT Unit Steward
Will report at the next meeting from bargaining meeting
- 8. Reports of Committees
 - 8.1. By-laws
Nothing to report
 - 8.2. PDF
Have your manager review them
 - 8.3. Health and safety
HRA's are getting finalized
Assigned areas to do walk through with HR
- 9. Adjournment Motioned by Susan 2nd Mary 6:29pm

Next meetings: See you in 2021!