

Welcome to CUPE 3902

Unit 1 Orientation, 2016-2017!



UNIVERSITY OF TORONTO EDUCATION WORKERS
803-180 Bloor Street West, Toronto, Ontario M5S2V6
tel: 416.593.7057

info@cupe3902.org; www.cupe3902.org





You are an Employee!

- Ontario-wide Employment Standards Act:
 - Right to a safe workplace
 - More than 44 hours of work/week = must be paid overtime
 - More than 5 hours of work in a row = entitled to a half hour unpaid meal break

Don't work for free!
Keep track of your hours!



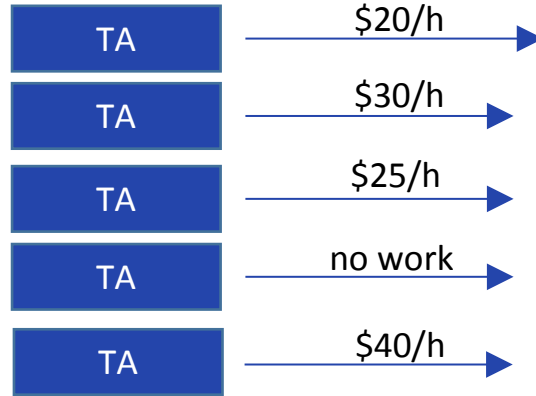


What is a union?



Non-unionized
=
No standardized pay or benefits, no job security

Everyone gets their own "individual" contract, and can be easily replaced





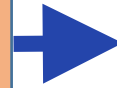
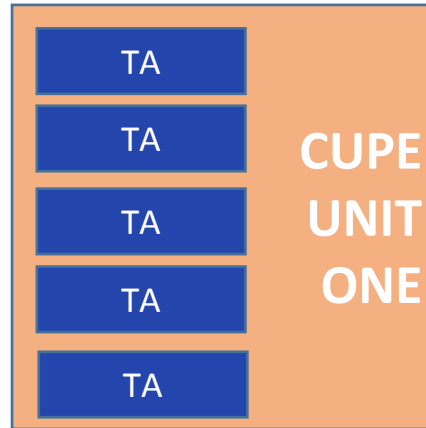
What is a union?

Unionized

=

Everyone bargains for a single, standardized contract for all union members

Uses collective power to increase benefits and pay



Collective Agreement



Collective Agreement



University





What is CUPE 3902?



- CUPE = Canadian Union of Public Employees
 - Largest union in Canada
- 3902 = University of Toronto Academic Workers (“Local”)

CUPE UNIT ONE

Teaching assistants (TAs),
course instructors (CIs),
teaching postdocs & lab
assistants, invigilators

CUPE UNITS TWO & FOUR

Lecturers, TAs & other
contract teachers at
Victoria & St. Michael’s
Colleges

CUPE UNIT THREE

Sessional lecturers,
writing instructors

CUPE UNIT FIVE

Post-Docs
(University-Funded)



CUPE 3902 is YOUR union!



CUPE 3902 is a democratic organization. Your participation is important:

At Membership Meetings

- Happen every semester, most authoritative body

As a Departmental Steward

- Each department has (or should have) a Steward, elected every year
- First point of contact, can help you with many of your issues or questions
- Monthly Stewards' Council meetings (open to all)

In the Bargaining Process

- A Unit 1 bargaining team will be elected this semester. Look out for updates soon!



Unit 1 Collective Agreement: Salary & Sick Leave



Employment category	Rate of Pay (increasing in Jan 2017)
Teaching Assistants (TAs)	\$42.90 per hour
Course Instructor	\$14,515 per full course
Chief Presiding Officers / Assistant Invigilators	\$28.26 per hour
Invigilators with Disability Services	\$37.56 per hour
Peer Assistants	\$36.99 per hour
Length of teaching appointment(s)	Sick Leave allocation
240 hours or more per semester	3 days paid sick leave
140-239 hours per semester	2 days paid sick leave
50-139 hours per semester	1 day paid sick leave



Unit 1 Collective Agreement: appointments, hiring, travel



- Subsequent Appointments
 - Starting in the first year of your PHD or the third year of your Masters the department which initially hired you has to provide 5 subsequent appointments which are at least as big as the largest appointment you worked in the first two years (up to 280 hours or 1 full year course).
- No arbitrary discipline
 - Must be disciplined progressively (step-by-step)
- If you're travelling to another campus for Unit 1 work, this travel must be reimbursed (e.g. the cost of TTC or UTM shuttle)
- Hiring process must be fair and non-discriminatory



Unit 1 Collective Agreement: Hours



The Descriptions of Duties and Allocation of Hours Form (DDAH)

- States what work you are expected to do & for how many hours
- You must receive it for every TA appointment, every time
- TA and supervisor (instructor) go over form at the beginning of term & half way through the term (mid-course review)
- No changes that increase your appointment or “significantly alter the nature of your duties” can be made to the document without your consent
- You do NOT have to do ANY work not specified on this form!





Unit 1 Collective Agreement: protections against discrimination or harassment



You have the right to a safe and harassment-free workplace.

- Article 4 of our Collective Agreement prohibits discrimination and harassment in the workplace
- Your workplace includes the University's premises and any location at which you engage in your employment duties.
- Please see the Guide to Harassment in your orientation pack for more information.
- If you are experiencing harassment or finding an accessibility need is not being met please contact us at 416.593.7057



Unit 1 Collective Agreement: Grievances



- Is the Collective Agreement not being followed?
- Options:
 - If you are comfortable, talk to your supervisor or department yourself, mistakes can sometimes be quickly resolved.
 - Contact your department Steward
 - Contact the Grievance Officer, Kevin Edmonds (go@cupe3902.org)
- Bring any issues to our attention as soon as possible; **grievances usually need to be filed within 40 working days or sooner** (harassment grievances have longer)
- CUPE advocates on your behalf to make sure that you are being treated fairly according to the collective agreement



Healthcare



- OHIP/Provincial health coverage (domestic) or UHIP (international)
 - Visits to the hospital or doctors & drugs/procedures administered in hospitals
 - Unfunded international students/PDFs initially pay for UHIP coverage
- U of T Student or PDF Benefit plan (**GSU/UTSU/PDF**)
 - Visits to the dentist, prescription drugs, vision care
 - You are automatically enrolled in this plan, but must add dependents yourself
 - You can opt out if you have other coverage, but will lose the CUPE top-up plan
- Green Shield Benefit Top-up plan (**CUPE Unit 1**)
 - Top-up; extends a pre-existing U of T health plan (GSU/UTSU/PDF, above) for you and any dependents you added to your base U of T health plan
 - Eligible once you have a contract for or have worked 50 hours
- CUPE Health Care Spending Account (CUPE Unit 1)
 - \$300/year (\$500 with dependents) spending account for uncovered expenses
 - Eligible once you have a contract for or have worked 50 hours

For more information see the pamphlet in your packet or go [here](#)



+ Financial Assistance Funds



Name	Who	What	When/How	Eligibility
GSBF	Graduate student receiving funding	Top up funding to \$17,000 + tuition and fees	Fall, automatic after each academic year	1 hour
TAF	Graduate student no longer receiving funding	Reduce "out-of-pocket" tuition to half the domestic rate	Fall, automatic after each academic year	1 hour
USAF	Unfunded grad programmes, including undergrad, DMA, Masters yrs 3+, flex-time PhD	Provide some funding (amounts vary from year to year)	Summer, online application in May	30 hours
RADF	Graduate student receiving funding	Compensate for T4 RA work in funding package	Summer, online application in May	30 hours
CFAF	All members	Reimburse costs of childcare providers for members	Summer, online application in May	30 hours
IHPAF	All members	Reimburse UHIP premiums for members and families	Summer, online application in May	30 hours

For more information see the pamphlet in your packet or go [here](#)

+ Get Involved!



- Become a Departmental Steward
 - Most departments elect their stewards in September
 - Or, attend Stewards Council meetings as a general member
- Join a committee or caucus, such as:

<ul style="list-style-type: none">■ Workers with Disabilities Caucus■ Women's Caucus■ Queer Caucus■ Racialised Workers' Caucus■ Indigenous Solidarity Caucus■ International Workers' Caucus	<ul style="list-style-type: none">■ Flying Squad (political action committee)■ Equity Task Force■ BDS (Boycott, Divest, Sanction) Committee■ Mental Health Committee■ Mobilization Committee (MobComm)■ Anti-Harassment Committee
--	--



+ Get Involved!

Make sure to SIGN THE MEMBERSHIP CARD included in your packet



UPCOMING EVENTS

- Queer Caucus Social and meeting: Tuesday 20 September, Bampot, from 5:30pm.
- General Membership Meeting: Thursday 22 September, 5pm.
- Back-to-Work BBQ: Wednesday 28 September, GSU, 4-8pm.

Look out for information in the CUPE 3902 weekly email Digest



Who to Contact?



- General information:
 - Your department Steward: cupe3902.org/unit-1/stewards-unit-1/
 - Vice Chair of Unit 1, **Megan Harris** vc1@cupe3902.org
 - Staff contact: info@cupe3902.org or 416.593.7057
 - Drop by the office at 180 Bloor St W, Suite 803
 - Office Hours: 9am-4pm Monday to Thursday, 9am-1pm Friday
- Potential grievance: Grievance Officer, **Kevin Edmonds** go@cupe3902.org
- Becoming a steward: Chief Steward, **Sandhya Mylabathula** chiefsteward@cupe3902.org
- Joining committees/caucuses: Internal Liaison Officer, **Meaghan Marian** ilo@cupe3902.org