

CUPE 3913

Teaching Assistants and Sessional Lecturers at the University of Guelph

NEWSLETTER APRIL 2024

FEATURED TOPICS

What's going on?

- **Ratification Vote**
- **Spring Membership Meeting Recording**
- **Key Points for the New Settlement**
- **Reminders for Unit 1 Members**
- **Union Closure & S24 Union Hours**
- **Benefits Processing**

Learn more about...

- **Appointments for Sessional Lecturers**
- **Mental Health First Aid**
- **Benefits:** know your benefits and claim up to \$600/\$1200 (Unit 1/Unit 2)
- **Special Discounts for CUPE 3913 members:** car and home insurance, Ford & Lincoln vehicles
- **Student Wellness Support Resources**
- **Contact information**

What's going on

RATIFICATION VOTE



We have achieved truly historic wins in this bargaining process that have been made possible by the unprecedented levels of engagement we have had with our Members.

A **vote to ratify** our new Collective Agreement will take place Friday, March 29th at 12:01am - Friday, April 5th at 11:59pm.

We are asking our members to vote YES.

What is a ratification vote again?

- Once a union and an employer have reached a tentative collective agreement, the union must ratify the agreement.
- Generally speaking, bargaining unit employees ratify an agreement through a secret-ballot vote in which the majority of those voting vote in favour of ratification.

Who can vote?

- All members of CUPE 3913 can vote!
- Voting will take place online through Simply Voting.
- Please look for an email from **vote@simplyvoting.com** for your elector ID and password. You will be prompted with a link to vote.



CUPE3913.ON.CA

FOLLOW US ON

INSTAGRAM: [GRYPHONS3913](https://www.instagram.com/GRYPHONS3913) TWITTER: [@GRYPHONS3913](https://twitter.com/GRYPHONS3913) FACEBOOK: [CUPE LOCAL 3913](https://www.facebook.com/CUPE_LOCAL_3913)

What's going on

SPRING MEMBERSHIP MEETING RECORDING

For members that missed the spring membership meeting recording, please click on the link below.

Link: <https://us02web.zoom.us/rec/share/dlQBhPMo4fpu-J8YxCqO0b4kZqjZjWlnih-Yxwa6ZMG2M-D8OnSy3JniH8zBKy4l.5VKNQ7gdQA8-6v>

KEY AGENDA ITEMS FROM THE SPRING MEMBERSHIP MEETING

- Election results
- Overview of our bargaining settlement

Time Stamp

- Introduction: 00:00:00 – 00:02:27
- Election Results: 00:02:48 – 00:11:29

Bargaining Settlement

- Introduction: 00:11:30 – 00:17:37
- Unit 1 & 2 Gains: 00:17:38 – 00:25:48
- Unit 1 Gains: 00:25:49 – 00:40:09
- Unit 2 Gains: 00:40:10 – 00:51:00
- FAQ: 00:51:01 – 01:01:51

Ratification Vote: 01:01:52 – 01:08:07

Q&A: 01:08:08 - End

CUPE3913.ON.CA

FOLLOW US ON

INSTAGRAM: [GRYPHONS3913](https://www.instagram.com/GRYPHONS3913) TWITTER: [@GRYPHONS3913](https://twitter.com/GRYPHONS3913) FACEBOOK: [CUPE LOCAL 3913](https://www.facebook.com/CUPE_LOCAL_3913)

What's going on

KEY POINTS FROM THE NEW SETTLEMENT

Unit 1 and Unit 2 (TAs and Sessionals)

- Wage increases of 12.45% (Unit 1) and 13.25% (Unit 2) over the next three years, broken down as follows:
 - Unit 1 members: 6% raise in 2023-2024, 3.2% in 2024-2025, 3.25% in 2025-2026.
 - Unit 2 members: 6% raise in 2023-2024, 3.5% in 2024-2025, 3.75% in 2025-2026.
 - Retroactive payments to all Members with work assignments from September 2023 and onwards.
- 60% expansion in health benefits with the University giving us an additional \$75,000 every year for three years.
- Improvements in accommodations for members with injuries, disabilities and other health conditions, as well as extensions in leaves.
- A letter from Ben Bradshaw, AVP Grad Studies, confirming the implementation of continuing status fees (50% tuition payment) for graduate students beyond semester 12 of Ph.D program.

Unit 1 (TAs)

- Cap on work assignments necessary to receive minimum guaranteed funding, which will result in workload reduction.
- Clarity on work assignment processes.
- An annual lump sum payment of \$40 in August 2025 and August 2026 to everyone who held a work assignment that academic year. While this number might seem low, it is very encouraging that it is now included in our Collective Agreement and can be bargained up in the coming years.

[CUPE3913.ON.CA](https://cupe3913.on.ca)

FOLLOW US ON

INSTAGRAM: [GRYPHONS3913](https://www.instagram.com/GRYPHONS3913) TWITTER: [@GRYPHONS3913](https://twitter.com/GRYPHONS3913) FACEBOOK: [CUPE LOCAL 3913](https://www.facebook.com/cupe.local.3913)

What's going on ---

KEY POINTS FROM THE NEW SETTLEMENT CONT'D

Unit 2 (Sessionals)

- Payments for additional students in a course in non-DE courses without TAs.
- The university will make best efforts to address scheduling conflicts that would have previously meant that a sessional would have lost out on a work assignment.
- Professional Development Reimbursement fund to be administered by the union.

If you have any questions about the new tentative agreement, you can email [**bargaining.committee@cupe3913.on.ca**](mailto:bargaining.committee@cupe3913.on.ca)

CUPE3913.ON.CA

FOLLOW US ON

INSTAGRAM: [GRYPHONS3913](https://www.instagram.com/GRYPHONS3913) TWITTER: [@GRYPHONS3913](https://twitter.com/GRYPHONS3913) FACEBOOK: [CUPE LOCAL 3913](https://www.facebook.com/CUPE_LOCAL_3913)

What's going on

REMINDER FOR UNIT 1 MEMBERS

As we are approaching exam season, we would like to remind Unit 1 members to be mindful in tracking their hours to prevent overwork. In the case you are over your hours, please report this to your supervisor. If at any point there are any issues, please contact our Unit 1 Steward, Kathleen Nolan at unit1@cupe3913.on.ca



UNION CLOSURE & S24 UNION HOURS



The union will be closed from April 24-30th. For the summer semester, the union will be closed on Fridays from May 3 to September 1 for the summer semester.

CUPE3913.ON.CA

FOLLOW US ON

INSTAGRAM: [GRYPHONS3913](https://www.instagram.com/GRYPHONS3913) TWITTER: [@GRYPHONS3913](https://twitter.com/GRYPHONS3913) FACEBOOK: [CUPE LOCAL 3913](https://www.facebook.com/CUPE_LOCAL_3913)

What's going on

BENEFITS PROCESSING

With the launch of the new website, we want to address some important information to our members:

- The address remains the same <https://cupe3913.on.ca/>
- Your login is your uoguelph or guelphhumber email address
- Members will be required to change their password during their first login.
- Please update your member profile and add family members if needed

Claims

- To submit a claim,
 - Select “My Account”(top right)
 - From the pulldown menu select the type of claim that you would like to make(ie: Unit 1 claim, EFAP claim or Unit 2 claim)
 - Select "New Claim" Enter the claim information, click next
 - On the next page upload your claim documents and click submit.
- We have changed the structure of the benefits plan
 - **Unit 1 members:** the limit of \$300 for vision & \$300 for mental health has changed to \$600 in total for vision/mental health claims. Members can use the \$600 for either expense and for any amount up to \$600.
 - Mental health claims are now being reimbursed at 100%.
 - **Unit 2 members:** the limit of \$1000 and \$200 for prescriptions has changed to \$1200 for any medical expense currently covered under the benefits program.
- EFAP claims are now being processed through the members portal. We are no longer processing EFAP claims via email.
- EFAP application forms are no longer required.
- **Unit 1 -** please be reminded to ***submit health claims first to their primary insurance provider*** (CanadaLife through the GSA), and be sure to submit an “explanation of benefits” when submitting your claim to CUPE

[CUPE3913.ON.CA](https://cupe3913.on.ca)

FOLLOW US ON

INSTAGRAM: [GRYPHONS3913](https://www.instagram.com/GRYPHONS3913) TWITTER: [@GRYPHONS3913](https://twitter.com/GRYPHONS3913) FACEBOOK: [CUPE LOCAL 3913](https://www.facebook.com/cupe.local.3913)



Learn more about...

APPOINTMENTS FOR SESSIONAL LECTURERS

We often receive questions regarding appointments to positions involving open competitions for sessional lecturers. This information is general and does not specifically speak to appointments for TAs or positions that hold **Right of First Refusal (RoFR)**.

Please refer to Appendix F of our Unit 2 collective agreement to see how competing RoFR's are decided upon. When there is an open competition for a sessional lecturer position and two or more candidates apply and the qualifications are demonstrably equal, then the most senior candidate should receive the appointment.

As per Article 11 of our collective agreement, before the hiring, a selection committee must establish a rubric for evaluating applicants' application. The rubric will be specific for the position and could include things like education, publications, previous teaching experience in the area, other work experience, seniority points, etc.

CUPE3913.ON.CA

FOLLOW US ON

INSTAGRAM: [GRYPHONS3913](https://www.instagram.com/GRYPHONS3913) TWITTER: [@GRYPHONS3913](https://twitter.com/GRYPHONS3913) FACEBOOK: [CUPE LOCAL 3913](https://www.facebook.com/CUPE_LOCAL_3913)



Learn more about...

APPOINTMENTS FOR SESSIONAL LECTURERS

One candidate may have strengths in one area and another candidate has strength in a different area. On the rubric, the areas would be scored for each applicant. If two candidates are relatively equal, then the most senior candidate should receive the offer. If a lower senior candidate is demonstrably more qualified, as per the rubric, then the lower senior candidate would receive the job offer.

If you believe you should have received an offer but did not, feel free to reach out to our Labour Relations Coordinator, Jeff at [**labourrelations@cupe3913.on.ca**](mailto:labourrelations@cupe3913.on.ca).

We can discuss your specific concern and we can contact the University for more information around that specific hiring decision. It is worth questioning if you have questions regarding hiring.

CUPE3913.ON.CA

FOLLOW US ON

INSTAGRAM: [GRYPHONS3913](https://www.instagram.com/GRYPHONS3913) TWITTER: [@GRYPHONS3913](https://twitter.com/GRYPHONS3913) FACEBOOK: [CUPE LOCAL 3913](https://www.facebook.com/CUPE_LOCAL_3913)



Learn more about...

MENTAL HEALTH FIRST AID

Though this doesn't speak to the unique needs of being a worker and graduate student at UofG, there are some general mental health supports that might be helpful.

The Wellness Education & Promotion Centre is offering Mental Health First Aid on campus on **Friday, March 22nd and Thursday, May 9th**. This training is offered for free and open to all University of Guelph students, staff and faculty, however staff and faculty will be given priority as spaces are limited.

Mental Health First Aid (MHFA) is offered to someone with an emerging mental health or substance use problem or in crisis, until appropriate treatment is found or the situation resolves. An evidence-based course, MHFA Standard has been proven to give participants:

- the tools to recognize signs of decline in mental well-being.
- the ability to talk about their mental health.
- the knowledge to discuss professional and other supports that could help with recovery or improved mental well-being.
- the confidence to reach out to these supports.
- the tools to assist during a mental health or substance use crisis, and
- the knowledge to use MHFA actions to maintain one's own mental wellness.

CUPE3913.ON.CA

FOLLOW US ON

INSTAGRAM: [GRYPHONS3913](https://www.instagram.com/GRYPHONS3913) TWITTER: [@GRYPHONS3913](https://twitter.com/GRYPHONS3913) FACEBOOK: [CUPE LOCAL 3913](https://www.facebook.com/CUPE_LOCAL_3913)



Learn more about...

MENTAL HEALTH FIRST AID

The training will consist of two parts:

- An online training module to be completed on your own before the training day (approximately 2 hours)
- A 1-day, in-person training on Friday, March 22nd or Thursday, May 9th from 9:00am-4:30pm (lunch is provided)

Registration for both dates is now available on a first come, first served basis.

- Register for March 22nd before March 8th
- Register for May 9th before April 25th

If you are interested in Mental Health First Aid but are unable to participate in this training session, please email mentalhealth.training@uoguelph.ca to be informed about future opportunities.

CUPE3913.ON.CA

FOLLOW US ON

INSTAGRAM: [GRYPHONS3913](https://www.instagram.com/GRYPHONS3913) TWITTER: [@GRYPHONS3913](https://twitter.com/GRYPHONS3913) FACEBOOK: [CUPE LOCAL 3913](https://www.facebook.com/CUPE_LOCAL_3913)

Understanding CUPE 3913's Health Benefits

Grad students have benefits through the GSA; as workers, Units 1 and 2 are entitled to *additional benefits* offered by CUPE 3913:

- Supplemental health benefits cover the academic year (Sept 1-Aug 31); claims must be submitted by Aug 31
- Members are entitled to benefits for up to 1 year following their last work assignment
- Must use GSA benefits before you access your CUPE benefits
- Claims can be made through our website
 - FAQs re: how to submit a claim online + more info on benefits are also available on our site
 - Questions? benefits@cupe3913.on.ca

UNIT 1 (TAs and GSA-1s):

- \$600 total for vision and mental health claims

UNIT 2 (Sessional Lecturers):

- Any expense under the Income Tax Act 118.2(2) up to \$1200, including
 - Dental
 - Prescription drugs
 - Vision care
 - Physiotherapy
 - Massage therapy
 - Chiropractic
- Prescription drugs

EXPERIENCING DIFFICULTIES IN YOUR ROLE AS A WORKER? WE CAN HELP

Our Labor relations Coordinator is here to advise you

Reach out to Jeffrey Cornelissen
labourrelations@cupe3913.on.ca to discuss the
issue and get insights into possible solutions.

Some things to know about resolving work issues

The earlier you contact us, the better

If an issue has arisen, contact us as soon as possible with the pertinent details so that we can offer you guidance on how to proceed.

You are in charge of all decisions

There are many ways a work issue can be resolved; we can lay out your options so that you can make an informed decision that works best for you. However, only *you* will decide what will happen.

EXPERIENCING DIFFICULTIES IN YOUR ROLE AS A WORKER? WE CAN HELP

One option is an informal resolution

The Union can bring the issue to the Office of Faculty and Academic Staff Relations (FASR) in the hopes that it will be addressed appropriately. We will discuss with you how we will present the problem to FASR to ensure your comfort. Note that we are able to settle the vast majority of issues through this route.

Another option is to file a grievance

If the matter is more serious or is not resolved appropriately through the informal route, we can file a formal grievance (though only if this is a route that you choose).

What is a grievance?

A grievance is a complaint put forth by the Union articulating that the employer has acted (or failed to act) in a way that violates the Collective Agreement. A grievance by the Union on behalf of the member.

Find more information about grievances and the grievance process on our website [here](#).

HAVING MONEY PROBLEMS?



Apply for the Emergency Financial Assistance Fund (EFAF)

Unit 1 members (TAs) experiencing financial hardships may apply for up to \$500 in financial assistance per academic year. To be eligible, you must have had a work assignment within the past year

How do I apply?

- Visit our website at cupe3913.on.ca, login, and under the “my account” tab you can submit an EFAF Claim



Take advantage of CUPE 3913's discounts

Car and home insurance

CUPE members receive a discount at Economical Insurance AND can win 1 of 36 cash prizes of \$5,000 when you call for a quote.

www.nationalbrokers.com or call 905-597-3390

Discounts on Ford and Lincoln vehicles

CUPE members are part of the Partner Recognition X-Plan Vehicle Pricing Program that gives you special pricing on many makes and models.

www.fordpartner.com



STUDENT RESOURCES

The following services are available to students. Virtual, phone and in-person appointments available as guidelines allow.

Student Wellness Services:

*All located in the J.T. Powell Building, on the first floor. 8:30am – 4:30pm (check online for individual services and hours)

Health Services – x52131

- Drop-In Clinic as well as booked appointments with doctors

Counselling Services – x53244

- Drop-in Counselling. Fall/Winter Mon to Fri: 1pm-3:30pm

Wellness Education & Promotion Centre – x53327

- Email to discuss training options and to book a training mentalhealth.training@uoguelph.ca

Student Support Network

- Peer-to-peer support. Fall/Winter Mon-Fri: 12pm-10pm wellness.uoguelph.ca/ssn

Accessibility Services – x56208

- Students requiring academic accommodations because of a disability (temporary or permanent)

*Current information on Student Wellness Services' hours and locations: wellness.uoguelph.ca

OTHER RESOURCES

Mental Health Training
morefeetontheground.ca

Feeling Better Now
feelingbetternow.com/uoguelph

AVAILABLE AT ALL TIMES

Campus Community Police
Trent Building on Campus
x2000 or 519-840-5000; uoguelph.ca/police

Here 24/7 Crisis Line (Guelph or K-W)
1-844-437-3247 or
CMHA Crisis Line (Ontario) 1-833-456-4566

Text Crisis Line
Text UOFG to 686868

Good2Talk Crisis Line
1-86-925-5454

SEXUAL VIOLENCE RESOURCES

Sexual Violence Support Services on Campus (Non-Urgent)
x53020, Mon. to Fri.: 8:30am – 4:30pm
svinfo@uoguelph.ca

Women In Crisis - 1-800-265-7233
24-Hour Crisis Support for Sexual or Domestic Violence. All genders welcome.

Guelph General Hospital Care and Treatment Centre for Sexual and Domestic Violence
153 Delhi Street, 519-837-6440 x2728
or call x2210 After Hours

Sexual Violence Support & Information
wellness.uoguelph.ca/sexual-violence-support

STAFF RESOURCES

Employee & Family Assistance Program (EFAP)

The EFAP is available to eligible employees and their immediate family members in need of confidential, professional counselling for personal, family, relationship, and wellness issues.

Access at any time: 1-800-663-1142 or contact the Manager of Occupational Health and Wellness at x5213

Responding to Students in Distress

EXECUTIVE COMMITTEE AND STAFF CONTACT

Executive

President

Scott Duchesne

Vice-President Internal

Alyssa Banaag

Vice-President External

Alexis Fabricius

Unit 1 Steward

Kathleen Nolan

Unit 2 Steward

Kyle Novak

Grievance Officer

Kimber Munford

Health & Safety Officer

Ahmed Mahmood

Equity Officer

Safia Mahabub Sauty

Staff

Labour Relations
Coordinator

Jeff Cornelissen

Admin & Finance
Coordinator

Shelly Sarkisian