

**CUPE 3902, Unit 1**  
**Tentative Agreement, Signed 26 March 2021**  
**Summary of Gains**

**COLLECTIVE AGREEMENT (CA)**

- Three-year term: January 1, 2021 - December 31, 2023
- Six-month turnaround time to finalize the CA
- Bargained under Bill 124
  - a. Provincial legislation sets a 1% cap on total compensation gains
  - b. Bill 124 interferes with our charter rights to free collective bargaining

**WAGES**

- **Wages**
  - a. 1% increase, compounding each year
    - i. Retroactive to January 1, 2021 (for active employees)
    - ii. For all job categories
- **Public holiday pay**
  - a. Dispute around Unit 1 members' access to this pursued through the grievance process, settled in bargaining
  - b. 9 public holiday days, paid on top of wages
    - i. Per day amount: hours of work divided by days in contract, e.g., ~\$50/holiday on ~80hr contract in Fall semester
    - ii. Retroactive to January 1, 2021

**GRADUATE FUNDING**

- **Maximum Unit 1 income in the funding package**
  - a. Reducing how much you have to work for your funding, from \$8,200 to:
    - i. \$8,043 in September 2021
    - ii. \$7,896 in September 2022
    - iii. \$7,755 in September 2023
  - b. Decreasing annually by roughly \$150
  - c. This decrease isn't offset by other work (e.g., no additional Research Assistantship work)
- **Departmental funding practices**
  - a. Must be published
  - b. Will help members access what they are owed
- **Funding letters**
  - a. Will now include mention of specific Unit 1 funds so members know to apply
  - b. The funding complaint process is now better detailed in the letter
  - c. The University commits to develop a set of standardized funding letter templates

## **BENEFITS**

- **Employee and Family Assistance Plan**
  - a. Short-term counselling, coaching, etc. provided by U of T to full time employees
  - b. Opened to Unit 1 members on a temporary basis during the pandemic
  - c. Negotiated continued access
- **Health plan**
  - a. 1% increase to total amount in the group plan, compounding each year
    - i. Retroactive to January 1, 2021
    - ii. 1% increase redirected to fund a decrease in the maximum Unit 1 income that can be included in the funding package
  - b. Expected underspend redirected to 4 month extended Pregnancy/Parental Leave
- **Pregnancy/Parental leave**
  - a. Guaranteed 4 months of leave: wages paid out regardless of when contract ends
  - b. Continuation of health benefits while on leave
  - c. Language clarified and aligned with the *Employment Standards Act (ESA)*
- **Surgery, Hospitalization, and Serious Physical or Mental Illness leave**
  - a. Renamed to highlight the option to take this leave for mental illness
  - b. Better language around gender transition
  - c. Language clarifying the leave is an entitlement
- **Domestic or Sexual Violence Leave**
  - a. Language expanded to clarify when you can take the leave and what is included
  - b. Language clarifying the leave is an entitlement
- **Sick leave**
  - a. Applies to all job categories, used to seem to apply only to TAs and CIs
  - b. Reduction in hours required to access sick leave
    - i. From 50 hours for 1 day to 30 hours
    - ii. From 140 hours for 2 days to 100 hours
    - iii. From 240 hours for 3 days to 200 hours
  - c. No requirement to do any work while on leave, not even grading
    - i. No overwork upon return
    - ii. Extensions of administrative deadlines now possible
  - d. Department is responsible for finding a substitute, if necessary
- **Bereavement leave**
  - a. No requirement to do any work while on leave, not even grading
- **Compassionate leave**
  - a. No requirement to do any work while on leave, not even grading
  - b. Days (5) can be taken non-consecutively
- **Employee Financial Assistance Fund (EFAF)**
  - a. 1% increase to money for Unit 1 funds, compounding each year
  - b. Letters of offer and funding letters refer to specific Unit 1 funds

- c. As a reconciliation of the underspend from the 2018-20 CA's health plan, \$1.14 million one-time-only lump-sum payment
  - i. To distribute through current Unit 1 funds
  - ii. Only to members eligible for Unit 1 funds in the 2019-20 year

## **EQUITY**

- **No discrimination**
  - a. Updated language, e.g., to use the term Indigenous Peoples
  - b. University will gather identity-based data from Unit 1 employees
  - c. To be shared and discussed with the Union
- **Employment equity committee with University**
  - a. Will discuss employment equity survey and data
  - b. Goal will be to identify barriers to employment equity and ways to address them
  - c. Agreement to include the Unit in Employment Equity Report as of 2022
- **Sexual violence and harassment**
  - a. No time limits on filing sexual violence or harassment reports under the University's policy
  - b. Grievances alleging sexual violence or harassment can be filed after the contract ends, even if you are no longer a member
  - c. Process to file reports under the University's policy and grievances are streamlined, made easier for complainants
  - d. Better union representation throughout the reporting and grievance process
- **Accommodations**
  - a. Better support for members returning to work after an accommodation
  - b. Communication of right to union representation

## **TRAINING FOR TAS AND CIS**

- **Paid on top of contract hours/salary**
- **Two more hours**
  - a. Guaranteed training per year (~\$100)
  - b. Pre-approved for work-related categories, including anti-oppression, online course design
  - c. Training in additional categories shall not be unreasonably denied
- **Departmental training**
  - a. For department- or course-specific training
  - b. No set limit on hours
- **By request**
  - a. In any contract, including first contract
  - b. Shall not be unreasonably denied
- **For TAs, recorded on the DDAH form**
  - a. More visible as benefit

- **For CIs, first-time CI Stipend**
  - a. \$1000 to help first time instructors integrate training
  - b. Counts as 35 hours towards the Employment Insurance (EI) threshold

## **WORK FOR TAS AND CIS**

- **Job postings must now:**
  - a. Include an extended list of duties and responsibilities
  - b. Include information to access accommodations
  - c. List central hiring criteria
  - d. Be more transparent about who the job is for, i.e., a new or experienced TA or CI
    - i. Identify whether “need to acquire experience” or “previous experience” is the more important criterion
    - ii. This will enable departments to balance the need to hire new employees against the need to rehire senior employees
- **Departmental hiring policies**
  - a. Removed, instead central hiring criteria
- **Central hiring criteria**
  - a. Streamlined criteria
    - i. Problematically subjective/biased criteria dropped
    - ii. New tiebreaker for TAs: previous experience, academic and non-academic
    - iii. New tiebreaker for Cis: past teaching experience
  - b. Hiring decisions
    - i. Must consistently assess criteria for any given job
    - ii. Can only consider what's in the criteria, nothing else
      1. Reference letters never allowed
      2. Other supplemental materials allowed only if used in the assessment of criteria
  - c. Language introduced to explicitly consider the lived experience of BIPOC, Queer, disabled, and other equity seeking groups when relevant to job
- **Subsequent appointments**
  - a. Based on hours accumulated across not just a single department, but also tri-campus departments
  - b. All first or second subsequent appointments of 35 to 69 hours increased to 70 hours (from 50) in remaining appointments
  - c. Guaranteed appointments of at least 70-hours after the sixth subsequent appointment for PhDs; this is enough to pay tuition, qualify for the health plan, and access all Unit 1 funds
  - d. Notice of appointment must be provided by July 31 (Fall/Winter) or March 31 (Summer)
  - e. Unlimited deferrals for academic reasons and the possibility of further deferrals for personal reasons

- f. You have until August 15 (Fall/Winter) or April 15 (Summer) to decide whether to defer your appointment
- g. Unless you agree, departments cannot assign a sole-responsibility CIship as a subsequent appointment. This is distinct from joint or supervised CIships (e.g., in language departments), which may still be assigned.

## **WORKLOAD**

- **Hours of work**
  - a. No more than 40 hours of work per week, no more than 8 hours per day
  - b. No work on weekends, except for exam invigilation with sufficient notice; this means no marking on weekends
  - c. Reasonable turnaround times for marking laid out in Description of Duties and Allocation of Hours (DDAH) form
- **Workload review**
  - a. Employer must respond faster
  - b. Flexible, more equitable process: you can now review workload after the fact in special circumstances
  - c. Explicitly states CIs may receive additional compensation if their workload exceeds 230 hours per half course, or 460 hours per full course
- **Description of Duties and Allocation of Hours (DDAH) forms for TAs**
  - a. Major reworking of the form to make it more meaningful, enforceable, and clear
  - b. Required times for DDAH review meetings pre-populate the form
    - i. Initial meeting: 1 hr
    - ii. Midpoint meeting: .5 hr
      - 1. Midpoint meeting can happen at midpoint in hours
  - c. Separate marking worksheet on the form
    - i. Includes turnaround times
  - d. Separate training section on the form
    - i. Hours are on top of contract hours
    - ii. Indicate tutorial size so you can ask for extra training for large tutorials
  - e. Enrolment numbers are now the actual quantities at the start of the appointment, not estimates
  - f. Clear identification of campus affiliation (helps with transit reimbursement)
  - g. Expanded list of task and techniques
- **Employment Insurable (EI) hours for CIs**
  - a. 35 extra EI hours for first-time CIs in recognition of the work it takes to put together your first course
  - b. 10 additional EI hours for all CIs: 240 per half course, 470 per full course
- **Working group with University**
  - a. To continue discussions on CI and TA workload
  - b. Specific issue to be discussed is the EI threshold for CIs

## **SPECIFIC GROUPS**

- **Post-Doctoral fellows**
  - a. Can finish a Unit 1 contract when fellowship ends part way through
- **Lead Writing TAs**
  - a. In the WIT program
  - b. Will now be hired using central hiring criteria
- **Chief Presiding Officers**
  - a. Jobs posted 20 days before first day of work
  - b. Schedules must be received 7 days in advance
  - c. Clear hiring threshold
- **Peer Assistants**
  - a. Duties no longer include lab demonstrations (which is clarified to be TA work)
  - b. Duties now include language practice
  - c. Schedules must be received 7 days in advance
- **Assistant Invigilators**
  - a. No longer excluded from paid sick leave
  - b. Schedules must be received 7 days in advance
- **Invigilator, Services to Persons with a Disability**
  - a. Improved hiring criteria, dropped “demonstrable suitability”
  - b. No more loss of seniority after 6 years
  - c. Additional work can be declined after schedules are made

## **MISCELLANEOUS**

- **Better data will be provided to Union**
  - a. To help better represent members
- **New centralized job posting website**
  - a. Union will be consulted and notified when it rolls out
- **Orientations and trainings**
  - a. Union’s time to speak to new members increased from 25 to 30 minutes
- **Arbitrations**
  - a. Must be heard within 9 months
- **Health and safety**
  - a. University made to reiterate commitment to health and safety
  - b. Union rights to work with JHSCs clearly laid out
  - c. Union rights to appoint JHSC reps clearly laid out
- **Sustainability committee with the University and other unions**
  - a. Agreement to start within 90 days