

# CUPE 3913

JANUARY 2023

## NEWSLETTER

*Representing TAs and Sessional Instructors at the  
University of Guelph*



### FEATURED TOPICS:

- Winter membership meeting: January 26th at 7 PM!
- Upcoming elections: interested in running for a position?
- Emergency Financial Assistance Fund: TAs can claim up to \$500
- Membership handbook: know your rights
- Tabling: find us in the UC
- Membership Off-Campus Perks Survey
- Members in Good Standing: why you should become one now!
- Anonymous dropbox for International TAs: submit any questions, comments, or concerns to CUPE 3913
- Appointments for Sessional Lecturers: information on appointments
- Red flags for TAs
- Benefits: know your benefits and claim up to \$600/\$1000 (Unit 1/Unit 2) & information on address change and the login portal
- Discrimination & Harassment: there are many ways we can help!
- Get to know your Union: Dr. Chris Hempel, Vice-President Internal
- Special Discounts for CUPE 3913 members
- Student Wellness Support Resources
- Contact information

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## WINTER MEMBERSHIP MEETING

CUPE 3913 will begin bargaining with the University next fall. We will provide updates on the Executive's preparation at the Winter Membership Meeting on January 26 @ 7:00 PM. The meeting will be hybrid, so you will be able to attend remotely or in person. Please attend if you're looking for further information or have any questions.



## UPCOMING ELECTIONS

Elections: the 2023 CUPE 3913 Elections begin next January. If you are interested in running for a position or looking for further information, please attend the CUPE 3913 Winter Membership Meeting on January 26 @ 7:00 PM. The meeting will be hybrid, so you will be able to attend remotely or in person.



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## EMERGENCY FINANCIAL ASSISTANCE FUND FOR TAs



The EFAF is available to TAs who have experienced financial hardships and need assistance. Click [here](#) for a list of eligible expenses. The maximum payable is \$500 per academic year (September to August). To qualify, you must have had a work assignment within the past year. Click [here](#) for the form and submit your form and claim receipts together to [efaf@cupe3913.on.ca](mailto:efaf@cupe3913.on.ca). For example, claim receipts for rent relief can include a lease agreement or a signed rental agreement. Please also remember to include your unit or apartment number in your mailing address on the application.

## MEMBERSHIP HANDBOOK – KNOW YOUR RIGHTS

We made a handbook to provide you with information about your Union, your rights and responsibilities, key definitions of common work-related terms, and contact information. Be sure to check it out if you are a new member! Or refresh your memory if you're returning. You can find the handbook [here](#).

## MEMBER OUTREACH – UNION TABLING

On Jan 25, Feb 8, and March 1, 8 & 22, you will find us at the CUPE 3913 table in the University Centre from 10am-2pm where we will be doing member outreach. We are here to answer your questions about the Union and your rights, though we will also have coffee, snacks, and swag for you.

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## MEMBERSHIP OFF-CAMPUS PERKS SURVEY

CUPE 3913 will be sending out a survey to members soon to find out what off-campus 'perks' the Union can work to offer you! These could include **discounts** on groceries, technology, and entertainment. Please look out for updates in our newsletter, on social media, and on the CUPE 3913 website. We look forward to hearing from you!



## MEMBERS IN GOOD STANDING – BECOME ONE NOW!



We would like to encourage all those who have not become a Member in Good Standing (MGS) yet to consider doing so! Having many MGS demonstrates to the University that we are a strong Union, allowing us to push for initiatives that can improve the working and living conditions for TAs and Sessionals (e.g., higher wages, job security, fair work conditions). If you're not an MGS yet, sign up now by filling out the online form [here](#) or scanning the QR code on the left.

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**CUPE  
3913**

## ANONYMOUS DROPBOX FOR INTERNATIONAL TAs



The equity committee has set up an anonymous dropbox for international student TAs to submit any questions, comments, or concerns to CUPE 3913. Our goal is to provide you with a safe and secure space to share your experiences and leave us suggestions. We will address the topics from the dropbox responses in our upcoming town hall, and we are hoping to hear a breadth of unique experiences that come with being a teaching assistant as an international student. Please click [here](#) to get to the anonymous dropbox or scan the QR code to the left.

## APPOINTMENTS FOR SESSIONAL LECTURERS

We often receive questions regarding appointments to positions involving open competitions for sessional lecturers. We have summarized important information on our website, which you can access [here](#). Most importantly, if you believe you should have received an offer but did not, please reach out to us.

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# REMINDER: RED FLAGS FOR TAs

Supervisors can take advantage of TAs in multiple ways. Below is an overview of the most common issues that TAs face. All of these are direct violations of the Collective Agreement between CUPE 3913 and the University of Guelph. If you experience any of these personally or if you know of them occurring to others, please contact our President, Unit 1 Steward, Unit 2 Steward, or Labour Relations Coordinator – or all four – immediately!

## The following are violations of your Collective Agreement

# why?

**Your supervisor doesn't set up a meeting with you before the semester starts**

**You're not given any safety training for an in-person lab**

**You see or are offered a TA work position that is less than 0.5 (70 hours)**

**Your supervisor is pushing you to work more hours than outlined in your contract (eg. >70 hours for 0.5)**

**You're not informed about overtime pay after agreeing to work more hours than your contract**

**Your supervisor tells you to enforce safety protocols**

**Your supervisor bullies or discriminates against you**

Supervisors are required to meet with TAs **prior to the start of classes** to review the contract and go over expectations for TAs as per our CA

**This is a health and safety violation.** Supervisors must give you in-person safety training in the lab; a Courselink course is not enough.

Departments have attempted to assign 0.25 Work Assignments; however, **our Collective Agreement explicitly states** that Work Assignment contracts must be a minimum of 0.5 (70 hours per semester)

You are free to consent to work overtime - **with the clear stipulation that you will be paid for said overtime.** You are also free to refuse any work outside of the stated hours in your contract

You are entitled to overtime pay for anything above your contract hours, but **you and your supervisor must agree that you will be working overtime** and your supervisor needs departmental approval

**This is not the job of our members.** The University and its employees are tasked with this responsibility.

**If you are being bullied or facing discrimination, please contact us immediately.**

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# KNOW YOUR BENEFITS!



As a Union member, you have access to **benefits**. Benefits can be claimed once per academic year (September to August) for yourself, your spouse or partner, or your dependents. Multiple claim documents can be submitted together in one online claim. Here is an overview:

## UNIT 1 (TAs and GSA-1s):

- Vision care expenses - \$300
- Mental health coverage (counselling only) - \$300 (reimbursed at 50% per claim)

## UNIT 2 (Sessional Lecturers):

Any expense under the Income Tax Act 118.2(2) - \$1,000

This includes (among others):

- Dental
- Prescription drugs
- Vision care
- Physiotherapy
- Massage therapy
- Chiropractic



Members have benefits coverage up until 1 year after their last work assignment. For example, if your last work assignment was Fall 2022, you would have coverage from Sep. 1, 2022 – Aug. 31, 2023. The deadline to submit those claims would be Sep. 15, 2023. Your benefits balance would reset in September 2023, and you would be eligible for benefits from Sep. 1, 2023 – Dec. 31, 2023. For more info, click [here](#) for Unit 1 and [here](#) for Unit 2 or email [benefits@cupe3913.on.ca](mailto:benefits@cupe3913.on.ca).

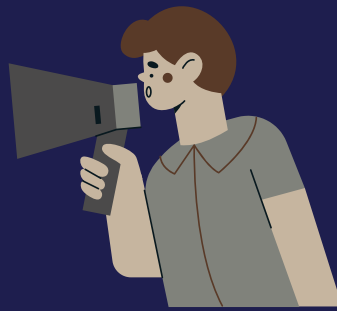
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**FACING DIFFICULTIES  
AT WORK?**

**WE CAN HELP!**



**1.**

**THE LABOR RELATIONS COORDINATOR WILL ADVISE YOU!**

Reach out to Jeffrey Cornelissen (labourrelations@cupe3913.on.ca) for simply having a conversation about the issue and getting insights into possible solutions.

**2.**

**YOU ARE IN COMPLETE CHARGE!**

There are many ways an issue can be resolved and you will decide which way you want to go. We may help guide you to the appropriate person, or can bring the issue to the University's attention.

**3.**

**IF YOU CHOOSE TO RESOLVE THE ISSUE INFORMALLY**

-We will bring it up with the Office of Faculty and Academic Staff Relations (FASR) in the hopes that it will be addressed.

-We will discuss with you how the union will present the information to FASR so you are comfortable with it.

\*\*The union is able to settle the vast majority of issues at the informal stage!!

**4.**

**IF THE INFORMAL APPROACH DOES NOT RESOLVE THE ISSUE**

-We will file a formal grievance with the permission of the person or people involved.

**DISCRIMINATION,  
HARASSMENT, OR  
OTHER ISSUES AT  
WORK? THERE ARE  
MANY WAYS WE CAN  
HELP!**

Did you know that there are many ways that the Union can help you resolve your work issues? Check out some of the most common ways we are able to help TAs and Sessional Instructors. For more detailed information about the grievance process, click [here](#).

Discrimination and harassment are the most common issue at the workplace and a major concern for us. Every year, we help multiple members through a situation of discrimination and/or harassment. If you ever find yourself in a situation where you feel harassed or discriminated against, please reach out! Your Collective Agreement affords you a lot of protections when it comes to discrimination and harassment. For more detailed information about your protection against discrimination and harassment, click [here](#).



# GET TO KNOW YOUR UNION

Each month, we introduce one of the many people that work behind the scenes of CUPE 3913 to protect your rights and ensure appropriate wages, job security, and fair work conditions. This month, we introduce Chris, our Vice-President Internal!

Dr. Chris Hempel (he/him)  
Vice-President of CUPE 3913

Talk to me about: Our newsletter, social media, website, and membership outreach and engagement. I'm coordinating the communication between our Executives and our members - that is, you! Our team has been working hard over the last couple of months to improve our communication, and we will continue to do so. Feel free to get in touch with suggestions for improvements!

I'm engaged in the Union because: I think it is important to fight for fair work conditions. By engaging in the Union, I can actively work on improving our working conditions and making our voices and needs heard.

One thing I think members don't know about the Union is: That we provide you with many protections against discrimination and harassment and constantly fight to make sure you are being treated and paid fairly. We cannot do this fight without your support, so please make sure to sign up as Member in Good Standing and sign our petition so that we have more leverage to bargain for better protection and payment for you.



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# SPECIAL DISCOUNTS FOR CUPE 3913 MEMBERS

## BEING PART OF SOMETHING BIGGER CAN REALLY PAY OFF

There's strength in numbers — so reap the rewards! We've teamed up with Economical Insurance® to give group members the protection, service, and satisfaction you deserve — all at a discounted price.

economical

### \$5K GIVEAWAY

Call for a quote on car or home insurance from Economical®, and you could win 1 of 36 cash prizes of \$5,000. Don't miss your chance to save on insurance and win some extra cash in the \$5K Giveaway!

How would you use \$5,000?

CAR & HOME  
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CALL FOR A QUOTE TODAY!

905-597-3390 | 1-877-34UNION (86466)

Outside of Ontario: 1-866-247-7700 [www.nationalbrokers.com](http://www.nationalbrokers.com)

Learn more at [economicalgroup.com/\\$5KGiveaway](http://economicalgroup.com/$5KGiveaway)



## CAR AND HOME INSURANCE DISCOUNT

CUPE members get discounts for Economical car and home insurances AND can win \$5,000! Call them for a quote or reach out to us if you have any questions.

## FORD & LINCOLN VEHICLE DISCOUNT

CUPE has an account at Ford and Lincoln to get discounts on various vehicle models. Here is how the login page looks. Get in touch with us if you want to find out more!

Welcome Canadian Union of Public Employment | Logout | Help / FAQ  
[fordpartner.com](http://fordpartner.com)

### Ford Partner Recognition X-Plan Vehicle Pricing

THE PRIVILEGE OF PARTNERSHIP  
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As a Canadian Union of Public Employment employee, you are eligible to participate in the Partner Recognition X-Plan Vehicle Pricing Program! This website allows you to generate a Personal Identification Number (PIN) which authorizes special X-Plan discount pricing on most Ford Motor Company vehicles. [Get your PIN today!](#)

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## 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](mailto:mentalhealth.training@uoguelph.ca)

#### Student Support Network

- Peer-to-peer support. Fall/Winter Mon-Fri: 12pm-10pm [wellness.uoguelph.ca/ssn](http://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](http://wellness.uoguelph.ca)

## OTHER RESOURCES

Mental Health Training  
[morefeetontheground.ca](http://morefeetontheground.ca)

Feeling Better Now  
[feelingbetternow.com/uoguelph](http://feelingbetternow.com/uoguelph)

## AVAILABLE AT ALL TIMES

Campus Community Police  
Trent Building on Campus  
x2000 or 519-840-5000; [uoguelph.ca/police](http://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](mailto: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](http://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

# EXECUTIVE COMMITTEE AND STAFF CONTACT

## Executive

President  
Scott Duchesne

Vice-President Internal  
Chris Hempel

Vice-President External  
Alexis Fabricius

Unit 1 Steward  
Farhan Chowdhury

Unit 2 Steward  
Kyle Novak

Health & Safety Officer  
Ahmed Mahmood

Equity Officer  
Safia Mahabub Sauty

Member Representatives  
Parirokh Afzali  
Olatunbosun Ayetan  
Shahrear Kawsa Towhid

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## Staff

Labour Relations  
Coordinator  
Jeff Cornelissen

Admin & Finance  
Coordinator  
Shelly Sarkisian

*Having questions about CUPE3913?*

*Contact a member of our Executive Committee or Staff, visit our [website](#), or click [here](#) for further options to get in contact.*