

CUPE 3903 Proposal Package – as of May 9, 2021: *These proposals are tabled without prejudice to the Union’s tabling of additional, new and/or amended proposals in the course of collective bargaining negotiations, and the Union’s interpretation of collective agreement language in any current or future grievance. Unless otherwise agreed any article or provision expiring during the life of 2017-2020 collective agreement is hereby renewed.*

WAGES, BENEFITS AND FUNDS				
#	ARTICLE #	CHANGE	LATEST UNION PROPOSAL	LATEST EMPLOYER PROPOSAL
1	Sunlife Policy Package	Vision-care	April 21: Proposal to increase vision-care entitlements per registrant to \$435, effective September 1, 2020; to \$470, effective September 1, 2021; and to \$500, effective September 1, 2022.	
2	U1 10.03.1 U3 10.02	Grant-in-Aid (GIA)	March 19: Proposal to increase Grant-in-Aid rates by an amount equivalent to an increase of 1% each year of the collective agreement, effective September 1, 2020.	
3	U1 10.04.1 U2 10.04.1 U3 10.02	Wages	March 19: Proposal to increase salary and authorized replacement rates by 1% each year of the collective agreement, effective September 1, 2020. Should any challenge to the constitutionality of the wage restraint legislation in which the Canadian Union of Public Employees is a plaintiff be successful, the parties agree to reopen the Collective Agreement with respect to compensation.	
4	U1 10.04.4	NEW: Penalty for late pay cheques	December 22: <u>For any appointment that has commenced, where the Employer fails to remit payment on the regular pay day the Employer shall pay an additional 5% of the monthly salary for the appointment to the Employee as a penalty.</u>	
5	U1 10.07	NEW: Penalty for late GIA payments	March 19: <u>Except in exceptional circumstances, Grant-in-Aid payments should be deposited no later than the regular pay day for each contract month.</u> <u>If the Employer fails to meet one of the above deadlines, the Employer shall pay a penalty to the Union equivalent to 10% of the payment remitted late, payable to the Ways and Means Fund for each incident.</u>	

6	U1 10.12	NEW: Increase GFA and penalty for late payments	<p>December 22: Proposal to increase GFA rates by an amount equivalent to an increase of 1% each year of the collective agreement, effective September 1, 2020.</p> <p>The Faculty of Graduate Studies shall make best efforts to post the monies to the students' accounts by November 1 for the Fall term, March 1 for the Winter term and July 1 for the Summer term.</p> <p><u>If the Employer fails to meet one of the above deadlines, the Employer shall pay a penalty to the Union equivalent to 10% of the payment remitted late, payable to the Ways and Means Fund for each incident.</u></p>	
7	U1 10.18 U2 10.15 U3 10.10.4	Link to PDF doesn't work/ URL isn't accurate	<p>March 19: The parties agree that dental, drug, vision care and family benefits will be provided through an ASO Plan administered by the York University Department of Total Compensation (Pension and Benefits).</p> <p>Information about vision, extended health care and dental benefits can be accessed at <u>via following:</u> https://hr.info.yorku.ca/</p> <p><u>Click on Current Employees, which then requires a Passport York login: that brings you to</u> https://yulink-new.yorku.ca/</p> <p>Under Employee Resources, click on Pension & Benefits; that brings you to https://yulink-new.yorku.ca/group/yulink/pension-and-benefits</p> <p><u>Under My Benefit Enrolment, you'll find a link to the PDF of "Active Benefits Booklet--unit 1, 2 and 3"</u></p>	
8	U1 10.21 U2 10.17 U3 10.10 (6)	NEW: Remove the \$2000 limit on paramedical benefits	<p>March 19: <u>The Employer shall contribute toward the yearly administration cost and claims under an ASO Group Paramedical Plan for each employee. The employer will pay 100% of the costs of each paramedical category, up to a maximum of \$3000.</u></p>	
9	U1 15.13.4 U2 15.12.4 U3 15.09.3	Childcare Fund: determining amount and	<p>April 21: <u>A Child Care Fund in the amount of \$260,000 will be made available in each of 2018-19 and 2019-2020. Effective September 1, 2020, and every 12 months thereafter, the Employer agrees to contribute \$310,000 to</u></p>	

		fund becoming permanent	<u>the Childcare Fund annually</u> . Allocations from the Fund will be made by the Union. An Annual Report on the disbursement of monies shall be submitted in writing to the Labour Management Committee.	
10	U1 15.14	Graduate Student Bursary Fund: determining amount	April 21: The Employer agrees to maintain a fund to assist graduate students. The priorities in the allocation of monies from this fund shall be to assist international students, single support parents and members who incur large uncovered medical expenses, on the basis of need. The Fund shall be administered by a four-person committee consisting of two members of the bargaining unit selected by the union, one full-time faculty member selected by the Employer, and the Dean of Graduate Studies or designate, using criteria and procedures approved by the Labour/Management Committee. In 2011 the amount allocated to the fund shall be \$205,000. Effective September 1, 2012 the amount allocated to the fund shall be \$225,000. <u>Effective September 1, 2020, the amount allocated to the fund shall be \$275,000. Effective September 1, 2021, this amount will increase to \$325,000. Effective September 1, 2022, it will increase to \$375,000.</u>	
11	U1 15.16 U2 15.19 U3 19	Professional Development Fund: determining amount	April 21: Effective September 1, 2018 , <u>2020</u> the Employer agrees to contribute \$137,000 to the Professional Development Fund. <u>Effective September 1, 2021, the Employer agrees to contribute \$157,000 to the Professional Development Fund. Effective September 1, 2022, the Employer agrees to contribute \$200,000 to the Professional Development Fund.</u>	
12	U1 15.17 U2 15.20 U3 10.12	Clarify Tuition Cost Fund adjudication process	March 29: The Employer shall transfer \$12,500 from the Professional Development Fund in each year of the collective agreement to the Tuition Costs Fund, to assist employees in paying tuition costs for courses/programs/conferences related to their employment. Any unexpended monies shall be retained in the Fund. The Tuition Costs Fund shall be administered by a four person committee consisting of two members of the bargaining units selected by the union, one full time faculty member selected by the employer, and the	March 29: Agreed to the Union's language

			<p>Director of the Centre for Support of Teaching or designate, using criteria and procedures approved by the Labour/Management Committee the Professional Development Fund Committee of the Union. An annual report on the disbursement of monies shall be submitted in writing <u>by the Union to the Office of Faculty Relations through Labour/Management Committee by no later than September 30th of each year.</u></p>	
13	U1 15.20 U3 23	UHIP Fund: determining amount	<p><i>April 21:</i> In recognition of the financial hardships of international students who have been disenfranchised by <u>the Ontario Hospital Insurance Plan (OHIP), a \$77,000 \$100,000 CUPE 3903 UHIP Fund will be made available to bargaining unit members for the purpose of offsetting the cost of UHIP.</u></p>	
14	U1 15.22 U2 15.24 U3 25	Equity Fund	<p><i>April 21:</i> In 2005-2006 a new Equity Fund will be established. In each year of the collective agreement \$10,000 will be allocated to this Fund to be used as matching funds for a CUPE 3903 Employment Equity Officer. <u>Effective September 1, 2020, the Employer will contribute \$11,000 to this Fund. Effective September 1, 2021, this amount will increase to \$14,000. Effective September 1, 2022, it will increase to \$15,000.</u> An annual report on the disbursement of monies shall be submitted in writing to the Labour/Management Committee.</p>	
15	U1 15.27 U2 15.30 U3 22	Extended Health Benefits Fund: determining amount and making the fund permanent	<p><i>April 21:</i> On each of September 1, 2018 and September 1, 2019, Effective September 1, 2020, the Employer will provide to CUPE 3903 a total amount of \$300,000 to assist CUPE 3903 to fund and administer its own plan or arrangement for benefits not covered by the collective agreement. <u>Effective September 1, 2021, this amount will increase to \$400,000. Effective September 1, 2022, it will increase to \$500,000.</u></p>	
16	U1 15.29 U2 15.25 U3 26	Sexual Assault Survivors Support Fund: determining amount and making the fund permanent	<p><i>March 29:</i> For the contract year Effective September 1, 2021 2018-2019, and each September 1 thereafter, the Employer will provide to CUPE 3903's Trans Feminist Action Caucus a total amount of \$50,000 to assist TFAC's ongoing support of survivors of sexual and/or gender-based violence.</p>	<i>March 29: Agreed to the Union's language</i>

			<p><u>By September 30, 2022 and by each September 30 thereafter, the Union shall submit an annual report on the disbursement of monies in the previous 12-month period to the Office of Faculty Relations through the Labour/Management Committee.</u></p> <p>For the contract year 2019-2020, \$10,000 will be provided to CUPE 3903's Trans Feminist Action Caucus and \$40,000 will be provided to the Sexual Violence Response Centre. The Sexual Violence Response Centre will meet quarterly with the Union, or at reasonable request, to discuss access to and distribution of these monies.</p>	
17	U1 20 U2 20.1 U3 18	Ways and Means Fund: determining amount	<p>April 21: Effective September 1, 2018 the Employer will contribute \$85,000 to this Fund in each year of the Collective Agreement. <u>Effective September 1, 2020, the Employer will contribute \$150,000 to this Fund. Effective September 1, 2021, this amount will increase to \$275,000. Effective September 1, 2022, it will increase to \$400,000.</u></p>	
18	U1 Lol 7 U3 Lol 5	UHIP Fund for VISA students: determining amount	<p>April 21: In recognition of the financial hardships of international students who have been disenfranchised by the Ontario Hospital Insurance Plan (OHIP), the Faculty of Graduate Studies will guarantee that there will be bursary funding provided to bargaining unit members for the purpose of offsetting the cost of UHIP. The bursary funding will be in addition to the existing 50% bursary provided by the University, and in addition to any other bursary funding for which the student is eligible. Funds available for this bursary will not be less than \$35,000 <u>\$60,000.</u></p>	
19	U1 Lol 6	NEW: Penalty for late ITO payments	<p>March 19: <u>The Faculty of Graduate Studies will post the monies to the students' accounts by November 1 for the Fall term, March 1 for the Winter term and July 1 for the Summer term.</u></p> <p><u>If the Employer fails to meet one of the above deadlines, the Employer shall pay a penalty to the Union equivalent to 10% of the payment remitted late, payable to the Ways and Means Fund for each incident.</u></p>	

20	U2 15.27	Post-retirement benefits	<p>April 10: The Employer agrees to provide post-retirement benefits coverage for Unit 2 members retiring after December 31, 2008, and their dependents at the time of retirement, defined for the purposes of postretirement benefits only as the voluntary severance of the employment relationship with the University at or following the date on which the employee first became eligible to receive a monthly pension from the York University Pension Plan, <u>the Employer shall pay the insurance premiums for the Sunlife Extended Health Care and Dental Insurance Plan</u> https://3903.cupe.ca/files/2020/02/Sunlife-CUPE-3903-Benefit-booklet.pdf in accordance with Articles 10.11, 10.13, 10.14 for each retiree. in the form of a retiree health care spending account in the form of a retiree health care spending account as follows:</p> <p>a) each retiree's health care spending account will have an annual limit of \$1800 <u>\$3000</u> (in line with paramedic benefits)</p> <p>b) the total annual Employer contribution to cover post-retirement benefits over the term of this collective agreement is a maximum of \$100,000 in each year.</p> <p>Any unspent portion of the Employer's annual contribution will be carried forward to the next year;</p> <p>In order to be eligible for the post-retirement benefits the employee must:</p> <p>a) be enrolled in the York University Pension Plan;</p> <p>b) provide written notice to Pensions and Benefits that she is retiring and permanently sever her employment relationship with the University in the Unit 2 bargaining unit;</p> <p>c) retire the first of the month <u>within 36 months</u> following the end of her last unit 2 contract; d) elect to receive a monthly pension from the York University Pension Plan.</p>	<p>February 27: The Employer agrees to provide postretirement benefits coverage for Unit 2 members retiring after December 31, 2008, and their dependents at the time of retirement, defined for the purposes of postretirement benefits only as the voluntary severance of the employment relationship with the University at or following the date on which the employee first became eligible to receive a monthly pension from the York University Pension Plan, in the form of a retiree health care spending account as follows:</p> <p>a) each retiree's health care spending account will have an annual limit of \$1800 (in line with paramedic benefits)</p> <p>b) the total annual Employer contribution to cover post-retirement benefits over the term of this collective agreement is a maximum of \$100,000 in each year.</p> <p>Any unspent portion of the Employer's annual contribution will be carried forward to the next year;</p> <p>In order to be eligible for the post-retirement benefits the employee must:</p> <p>a) be enrolled in the York University Pension Plan;</p> <p>b) provide <u>a minimum of two three month's</u> written notice to Pensions and Benefits that she is retiring and permanently severing her employment relationship with the University in the Unit 2 bargaining unit;</p> <p>c) retire the first of no later than five months following the end of her last unit 2 contract;</p> <p>d) elect to receive a monthly pension from the York University Pension Plan.</p> <p>Employees who retire according to the terms of this article shall be accorded a continuation of email privileges, subject to availability.</p>
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			Employees who retire according to the terms of this article shall be accorded a continuation of email privileges; subject to availability.	
21	U3 10.03	NEW: Graduate Assistant Training Fund (GATF)	<p>May 5:</p> <ol style="list-style-type: none"> 1. <u>The University will implement a Graduate Assistant Training Fund (“GATF” or “GAT Funds”) that will support the incentivization of research at the University and the provision of high-quality training opportunities in research for graduate students.</u> 2. <u>In order to provide the amount of funding set out at Paragraph 3 below, in each of the years September 1, 2021 to August 31, 2022 and September 1, 2022 to August 31, 2023, the amount of \$160,000 will be transferred from the Graduate Assistant Bursary Fund to the GATF, thus reducing the Graduate Assistant Bursary Fund by \$160,000.</u> 3. <u>In each of the years September 1, 2021 to August 31, 2022, and September 1, 2022 to August 31, 2023 the University will offer the GATF that will support the incentivization of research at the University and the provision of high-quality training opportunities in research for graduate students working with a Principal Investigator (“PI”), an Organized Research Unit (“ORU”), or an academic unit. The amount available in the GATF in each year will be \$240,000 which will be made up of \$160,000 transferred from the Graduate Assistant Bursary Fund plus an additional \$80,000. Up to 48 individual allocations to an applicant who make an application under this fund will be provided per contract year with a value of \$5,000 each.</u> 4. <u>In order to be provided with GAT Funds an applicant must:</u> <ol style="list-style-type: none"> a. <u>Commit to hiring a Graduate Assistant in order to have GAT Funds provisionally identified for their use; and</u> b. <u>Have executed a contract for a Graduate Assistant in order to receive the GAT Funds.</u> 	<p>May 5: Letter of Understanding – Graduate Assistant Training Fund and Graduate Assistant Assignment Protocol</p> <ol style="list-style-type: none"> 1. <u>The University will implement a Graduate Assistant Assignment Protocol that will support the incentivization of research at the University and the provision of high-quality training opportunities in research for graduate students.</u> 2. <u>In order to provide the amount of funding set out at Paragraph 3 below, in each of the years September 1, 2021 to August 31, 2022 and September 1, 2022 to August 31, 2023, the amount of \$120,000 will be transferred from the Graduate Assistant Bursary Fund to the Graduate Assistant Training Fund, thus reducing the Graduate Assistant Bursary Fund by \$120,000.</u> 3. <u>In each of the years September 1, 2021 to August 31, 2022 and September 1, 2022 to August 31, 2023 the University will offer a Graduate Assistant Training (“GAT”) Fund that will support the incentivization of research at the University and the provision of high-quality training opportunities in research for graduate students working with a Principal Investigator (“PI”) as part of that PI’s research team. The amount available in the GAT Fund in each year will be \$200,000 which will be made up of \$120,000 transferred from the Graduate Assistant Bursary Fund plus an additional \$80,000. Up to 40 individual allocations to PIs who make an application under this fund will be provided per contract year with a value of \$5,000 each.</u> 4. <u>In order to be provided with GAT Funds a PI must:</u> <ol style="list-style-type: none"> a. <u>Be in receipt of external research funding;</u> b. <u>Commit to hiring a Graduate Assistant in order to have GAT Funds provisionally identified for their use; and</u>

			<p><u>5. The University will provide CUPE 3903 Unit 3 with a report on GATF allocations by no later than November 1 for the Fall term, March 1 for the Winter term, and July 1 for the Summer term commencing on November 1, 2021.</u></p> <p><u>6. Where a GAship is offered for the purposes of providing workplace accommodations, the costs associated with that position shall not be offset by GAT Funds.</u></p> <p><u>7. The GATF shall be administered by the Faculty of Graduate Studies and the Faculty Relations Office which will be tasked with establishing a non-competitive equitable process, subject to the approval of CUPE 3903, for the distribution of the GAT Fund in accordance with the criteria for receiving funds per 4a and b above.</u></p> <p><u>8. In each of the years September 1, 2021 to August 31, 2022 and September 1, 2022 to August 31, 2023 the parties may agree to increase the value of each individual incentive (i.e., above \$5,000) using unspent GAT Funds from previous years, including from the 2017-20 collective agreement.</u></p>	<p><u>c. Have executed a contract for a Graduate Assistant in order to receive the GAT Funds.</u></p> <p><u>5. The University will provide CUPE 3903 Unit 3 with a report on GAT Fund allocations by no later than November 1 for the Fall term, March 1 for the Winter term, and July 1 for the Summer term, commencing on November 1, 2021.</u></p> <p><u>6. The GAT Fund shall be administered by the Faculty of Graduate Studies and the Faculty Relations Office which will be tasked with establishing a non-competitive equitable process for the distribution of the GAT Fund in accordance with the criteria for receiving funds per a and b above.</u></p> <p><u>7. CUPE 3903 will be consulted in the establishment of the process referenced at Paragraph 6 above.</u></p> <p><u>8. Where a full-time graduate student is hired as a Graduate Assistant using GAT Fund incentive money provided for through this Letter of Understanding this will be deemed to be employment in connection with financial assistance from the University and accordingly the employee will be deemed to be in the CUPE 3903 Unit 3 bargaining unit.</u></p> <p><u>9. In each of the years September 1, 2021 to August 31, 2022 and September 1, 2022 to August 31, 2023 the parties may agree to increase the value of each individual incentive (i.e., above \$5,000) using unspent GAT Funds from previous years, including from the 2017-20 collective agreement.</u></p> <p><u>10. This Letter of Understanding shall be placed in the 2020-23 collective agreement booklet and shall form part of the 2020-23 collective agreement. It will expire with the expiration of the 2020-23 collective agreement and shall be removed from the collective agreement booklet for the subsequent renewal collective agreement unless this Letter of Understanding is renewed by the parties.</u></p>
22	U3 10.04	NEW: Matching costs and funding	<p>April 27:</p> <p><u>(i) The Employer shall cover 85% of the standard benefit rate associated with the hiring of an employee into a Unit</u></p>	

			<u>3 position. The Employer shall take steps to ensure that Principal Investigators face no institutional barriers to hiring Graduate Assistants. The Employer undertakes to inform and advise Principal Investigators that the Employer shall guarantee that the portion of the standard benefit rate that a Principal Investigator must cover in hiring a Unit 3 GA shall not exceed 15% in any faculty or department.</u>	
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TUITION AND FUNDING

#	ARTICLE #	CHANGE	LATEST UNION PROPOSAL	LATEST EMPLOYER COUNTER
23	U1 15.09.2	Priority pool extension for Executive service: Eliminate discrimination for accessing different CA rights, especially for members with disabilities	<p>December 22: Full-time graduate students who have served on the CUPE 3903, CUPE Ontario or National Executive, or OUWCC Executive for at least six months may, on the basis of such service, submit petitions for academic extensions for a total of twelve months beyond the Faculty of Graduate Studies deadlines (part-time graduate students may submit petitions for part-time status). Petitions shall be submitted through the Graduate Program Directors and copied directly to the Dean. When considering petitions based on service on the union executive, the Dean of Graduate Studies shall take into account the effect of such service upon the progress of the student's work. If the Dean decides not to grant such a petition, she shall state the reasons for her decision in writing, including the basis upon which she decided that the effect of such service upon the progress of the student's work was not sufficient to grant the petition, to the individual with a copy to the Union. Such a request shall not be unreasonably denied. Petitions of full time graduate students which are granted shall be granted for full-time status with an additional year in the priority pool and petitions of part-time students which are granted shall be granted for part-time status.</p> <p><u>A member's eligibility for a program extension on the basis of executive service shall not be affected by that member accessing or having accessed other program extension provisions outlined in the collective agreement.</u></p>	
24	U1 15.09.4	Priority pool extension for Bargaining Team service: Eliminate discrimination for accessing different CA rights, especially for members with disabilities	<p>December 22: Full-time graduate students who have served on the CUPE 3903 bargaining team may, on the basis of such service, submit petitions for academic extensions for a total of twelve months beyond the Faculty of Graduate Studies deadlines. Petitions shall be submitted through the Graduate Program Directors and copied directly to the Dean. When considering petitions based on service on the union bargaining team, the Dean of Graduate Studies shall take into account the effect of such service upon the progress of the student's work. If the Dean decides not to grant such a petition, she shall state the reasons for her decision in writing, including the basis upon which she decided that the effect of such service upon the progress of the student's work was not sufficient to grant the petition to the individual with a copy to the union. Such a</p>	

			<p>request shall not be unreasonably denied. Petitions of full-time graduate students which are granted shall be granted for full-time status with an additional year in the priority pool and petitions of part-time students which are granted shall be granted for part-time status.</p> <p><u>A member's eligibility for a program extension on the basis of bargaining team service shall not be affected by that member accessing or having accessed other program extension provisions outlined in the collective agreement.</u></p>	
25	U1 Letter of Understanding	NEW: Include Fellowship in Collective Agreement	<p><i>December 22:</i> <u>When the minimum guarantee is fulfilled in the form of the York Graduate Fellowship, no additional work or performance of tasks are required to receive the full amount of the York Graduate Fellowship. The York Graduate Fellowship will not be reduced in any amount unless the Unit 1 member has received a scholarship worth at least \$35,000 a year. Additional work, in the form of a TAship, GAship, RAship, work-study program, or internship undertaken by Unit 1 members who qualify for the minimum guarantee, will not erode the amount of the minimum guarantee when it is given in the form of the Fellowship. All additional work performed by Unit 1 members shall count as additional income on top of and in addition to the Fellowship amount given to fulfill the minimum guarantee.</u></p> <p><u>Unit 1 members within the priority pool who receive the York Graduate Fellowship to satisfy the minimum guarantee component of their funding package will be notified of this by the 10th day of the first month of the new semester and they will have the choice to:</u></p> <p><u>1) receive the Fellowship in three equal installments which will be posted directly to their student account by the 30th day of the first month of the new term in order to pay their tuition directly. Unit 1 members who choose to receive the Fellowship in the form of 3 equal installments posted directly to their student account will not be charged interest on tuition; or</u></p> <p><u>2) receive the amount of the Fellowship divided into four equal installments paid over the summer months on the 25th day of each month in order to guarantee a monthly summer income.</u></p> <p><u>Unit 1 members shall choose how they receive the Fellowship as a part of their TAship offer of appointment. Unit 1 members shall be given the choice to indicate how they receive the</u></p>	

			<p><u>Fellowship model on an annual basis as a part of their TAship offer of employment to address the changing financial circumstances often faced by precariously employed graduate students.</u></p> <p><u>Unit 1 members who do not indicate how they choose to receive the Fellowship will not be considered to be waiving their minimum guarantee. No member of the bargaining unit will be deemed to have waived their right to the minimum guarantee until a Union representative and the member have signed an agreement with the Employer stating an intention to do so. If the student has failed to indicate how they wish to receive the amount of the fellowship, they will automatically receive the form of the Fellowship as four equal installments over the summer months paid on the 25th day of each month, unless they indicate otherwise to the Faculty of Graduate Studies. The Employer is responsible for communicating to each Unit 1 member the method by which they will receive the Fellowship by the 15th day of the first month of the semester.</u></p>	
26	U1 Letter of Agreement Point A	Priority pool eligibility to members in year 6	<p>December 22: Eligibility criteria are:</p> <ul style="list-style-type: none"> • member of the bargaining unit during the preceding 12-month period, including those on leaves of absence under the collective agreement; • in the Priority Pool; • have applied where appropriate and accepted when offered a teaching assistantship or other work; • must be continuously registered on a full-time basis for the following 12-month period; 	

WORKLOAD, PEDAGOGY AND JOB SECURITY

#	ARTICLE #	CHANGE	LATEST UNION PROPOSAL	LATEST EMPLOYER COUNTER
27	U1 10.02.2 (iii)	NEW: paid voluntary training on job requirements	<u>May 5:</u> Should an employee voluntarily attend training on matters relating to their contract duties or new teaching methods, they should be compensated at the marker-grader rate, for up to twenty (20) hours. These instances include but are not limited to: pedagogical training, technical training (including new and updated technological tools relevant to the bargaining unit work). The Employer also agrees to make more frequent training opportunities offered by the Teaching Commons, available to members of the bargaining unit to attend voluntarily and be paid at the marker-grader rate.	
28	U1 12.06.2 (ii), (iii)	NEW: deadlines for Unit 1 contracts, and penalties	<p><u>April 21:</u> 12.06.2 Each hiring unit shall post its hiring decisions by posting on the hiring unit's CUPE 3903 Bulletin Board the names of the persons offered/appointed to positions.</p> <p>[.....]</p> <p><u>(ii)</u> When practicable, offers of appointment, other than course directorships, shall be issued at least four weeks prior to the start of the term in which the appointment is held.</p> <p><u>(iii)</u> Where the Employer fails to issue an Offer of Appointment on or before the dates indicated in 12.07.2 (ii), the Employer shall pay a penalty to the Union equivalent to the 10% of the monies remitted late, payable to the Ways and Means Fund for each incident.</p> <p><u>12.07.3</u> Candidates must confirm their acceptance of an offer of appointment within five fifteen calendar days</p> <p>[.....]</p> <p><u>APPENDIX "B" TA OFFER OF APPOINTMENT:</u> If you accept this offer of appointment, please complete, sign, and return the attached copy of this form to me within five fifteen calendar days. (Any delay in responding may delay your first salary payment.)</p>	<p><u>April 27:</u></p> <p><u>12.06</u>— NOTIFICATION OF APPLICANTS FOR POSITIONS</p> <p>Each hiring unit shall post its hiring decisions by posting on the hiring unit's CUPE 3903 Bulletin Board the names of the persons offered/appointed to positions. Where practicable, this information will be posted in the hiring unit at least four weeks before the commencement of classes with a copy to the union. For summer positions such posted Notice will indicate which positions, if any, fulfil the employer's priority pool obligations.</p> <p><u>12.076</u> WRITTEN OFFER OF APPOINTMENT</p> <p><u>12.076.1</u> Appointments shall be made in writing by a letter or letters similar to the "Offer of Appointment" form contained in Appendix B. The employer shall send the appointee two copies of the "Offer of Appointment." If the appointee accepts the offer, one copy shall be signed and returned to the hiring unit, and the other will be retained by the appointee. A Revenue Canada TD1 form shall be included with the first "Offer of Appointment" sent to an employee for each academic session.</p> <p><u>12.076.2</u></p> <p><u>(i)</u> When practicable, course directors shall be advised in writing of appointments two months prior to the beginning</p>

				<p>of the term in which the course will be offered in order to allow adequate preparation time offers of appointment for the Fall/Winter session will be issued by July 7.</p> <p>(ii) When practicable, offers of appointment, other than course directorships, shall be issued at least four weeks prior to the start of the term in which the appointment is held.</p> <p><u>(ii) When practicable, offers of appointment for the Winter session will be made by December 1.</u></p> <p><u>(iii) When practicable, offers of appointment for the Summer Session will be made by April 1.</u></p> <p><u>12.076.3 Candidates must confirm their acceptance of an offer of appointment within ten calendar working days, at which time the offer will expire.</u></p> <p><u>12.06.4 Where the deadlines in 12.06.2 and 12.06.3 above are met and the Employer does not process the first month's salary on a regular pay date in the initial month of the contract, it will issue an off-cycle payment as soon as practicable thereafter.</u></p> <p>12.076.345 CANCELLATION OF APPOINTMENTS</p> <p>When a position which has been offered in writing is cancelled for reasons of insufficient enrolment in the course in question, and no assistantship of equivalent monetary value is found for the employee, she shall receive one-eighth of the salary for the position as severance pay. When a position which has been offered in writing is cancelled for any other reason, and no assistantship of equivalent monetary value is found for the employee, she shall receive two-fifths of the salary for the position as severance pay. Where the cancelled appointment had been allocated under the priority pool provisions of this agreement, an assistantship of equivalent monetary value shall be found for the employee.</p> <p>[.....]</p> <p>APPENDIX "B" TA OFFER OF APPOINTMENT</p> <p>...</p>
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				If you accept this offer of appointment, please complete, sign, and return the attached copy of this form to me <u>within ten calendar working days</u> . (Any delay in responding may delay your first salary payment.)
29	U1 16.04.(e) U2 16.04.(e)	Addressing job security, workload and student success	December 22: (e) Where the group is in the Faculty of Fine Arts Departments of Music and Dance, and where the principal focus of the course is performance involving movement, dancing, choreography, singing or playing of instruments. It is understood that (e) does not apply when the group is being led by the course director. It is also understood that (e) is not meant to include orchestras, bands or choirs;	
30	U1 16.05.1 U2 16.05.1	Addressing job security, workload and student success	<p>December 22: With respect to teaching groups in which students are formally enrolled:</p> <p>(i) Assistance shall be assigned and/or additional compensation paid in the form of marker/grader assistance at the rate of ten hours for each block of three students, or portion thereof, exceeding:</p> <ul style="list-style-type: none"> • Teaching Group (a): twenty-five <u>twenty</u> for a one-hour group, thirty <u>twenty-five</u> for a one-and-one-half hour or two-hour group; • Teaching Group (b): forty <u>thirty-five</u>; <p>(ii) Assistance shall be assigned and/or additional compensation paid in the form of marker/grader assistance at the rate of eleven hours for each block of 3 students, or portion thereof, exceeding:</p> <ul style="list-style-type: none"> • First year 9-credit Foundations tutorials (g): twenty-five <u>twenty</u> • Second year 9-credit Foundations tutorials (h): twenty-eight <u>twenty-three</u> 	
31	U1 16.05.3 (ii) U2 12.16.5	Addressing job security, workload and student success	December 22: Effective September 1, 1999, 1000-level Foundations tutorials will have a trigger set at 25 <u>20</u> and an upper class size limit of 28 <u>23</u> . 2000-level Foundations tutorials will have a trigger set at 28 <u>23</u> and an upper class size limit of 34 <u>26</u> .	

32	U1 16.05.3 (iii) U2 12.16.6	Addressing job security, workload and student success	December 22: Normally, the size of 1000-level foundations tutorials shall not exceed 25 <u>20</u> at the November 1 count, and the size of 2000-level Foundations tutorials shall not exceed 28 <u>23</u> at the November 1 count.	
33	U2 10.04.1	NEW: Per Hayes award	December 22: <u>Clinical Course Directors</u>	March 8: <u>Clinical Course Director</u>
34	U2 10.04.2	NEW: CCD definition	December 22: <u>“CLINICAL COURSE DIRECTOR” shall be defined as an individual whose primary activity is to provide practical instruction to students in clinical and lab settings on the application of practical knowledge, where the primary activity is limited to clinical or public health practice, and where the teaching, supervising (direct and indirect), and mentoring of students in the clinical and lab settings, and associated duties, are directly related to the practicum of the students’ programs.</u>	March 8: <u>“CLINICAL COURSE DIRECTOR” shall be defined as an individual with current registration to practice as a Registered Nurse (RN) and whose primary role is to provide practical instruction, demonstration of nursing practices, assessment/evaluation, and communication with students. The primary role of a Clinical Course Director (CCD) may also include management or oversight of the teaching and learning environment. CCDs are responsible for implementing course elements, standards, learning outcomes and assessments as determined by the Course Director and the School of Nursing. A CCD’s responsibilities are primarily exercised in experiential learning settings – whether at the University or at a remote site - where their students develop, apply, practice, and assimilate skills and information required to meet the qualifications to become an RN, to meet their academic program requirements, and build student confidence and success.</u>
35	U2 10.05.8	NEW: Addressing workload, training and professional development	December 22: <u>If the Employer requires an individual to attend additional orientations, course-specific orientations, professional development, orientations at third party agencies, or train-the-trainer sessions in excess of 16 hours or 24 hours as limited by the provision above, they shall be paid at the marker/grader rate.</u>	NO
36	U2 11.01.3	Eliminating the Proof of Practice requirement	December 22: The qualifications posted for all positions in the bargaining unit must be reasonable and demonstrably relevant to the posted position, including in cases where tutor positions are posted in Unit 1 and Unit 2. In the Department of Nursing, qualifications set with respect to proof of practice will be reasonably connected to the duties of the position. <u>The Employer shall not</u>	March 8: The qualifications posted for all positions in the bargaining unit must be reasonable and demonstrably relevant to the posted position, including in cases where tutor positions are posted in Unit 1 and Unit 2. In the Department of Nursing, qualifications set with respect to

			<p><u>require employees to furnish letters from third party agencies providing proof of practice.</u></p>	<p><u>proof of current</u> practice will be reasonably connected to the duties of the position.</p> <p>12.02 APPLICATIONS</p> <p>12.02.1 (i) All applicants for positions must apply directly and in writing, providing an updated application (specific or general, see Appendix F) and current curriculum vitae, unless a current curriculum vitae is already on file, to each of the hiring units in which she seeks employment. <u>In the School of Nursing, applicants will be responsible for highlighting in a separate section of their current curriculum vitae any required current practice qualifications.</u> A general application shall be submitted between 15 November and 31 January, and shall apply to all positions in the hiring unit for all academic sessions that commence during the twelve months following 31 January. The employer agrees to notify all employees of the dates for submitting general applications. The employer undertakes that no appointments shall be made prior to 31 January. Any applications submitted outside of these dates shall be specific to a particular position(s).</p> <p>*****</p> <p>Note: Consistent with, but not as part of the above proposal, starting with the 2021-22 posting exercises the School of Nursing would revise its postings for Clinical Course Director positions to substitute the current phrasing regarding Proof of Practice with new phrasing regarding the documentation of any required current practice qualifications. That phrasing would read as follows:</p> <p>Current practice, defined as 144 hrs worked in [type of care setting, e.g., acute pediatric care setting] over the last 12 months prior to the submission of this application. Applicants are required to highlight this required current practice qualification in a separate section of their current CV submitted with their application. This information will include:</p> <ul style="list-style-type: none"> ● the type of work (i.e., specific nature of the clinical practice) ● the location(s) where it was performed the number of hours completed.
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37	U2 11.13	Penalty for late offers of appointment	<p>December 22: Subject to the limitations arising out of the confirmation of a practicum arrangement with a third party, placement confirmations for clinical course directors (CCDs) in the School of Nursing shall be posted at least two <u>eight</u> weeks in advance of the <u>contract</u> start date.</p> <p><u>If the Employer posts a confirmation less than four weeks in advance of the contract start date, the Employer shall pay to the appointed CCD a penalty of 10% of the CCD's salary for that academic session pursuant to the contract(s) and the collective agreement.</u></p>	NO						
38	U2 12.01	<p>NEW: Continuing Appointment Program (CAP) – improving CSSP (job security for mid seniority members)</p>	<p>March 13:</p> <p><u>1. Eligibility</u></p> <p><u>Individuals who, as of the date of their application, meet the following minimum service-based criteria are eligible for a Continuing Appointment:</u></p> <p><u>Minimum Service-Based Eligibility Criteria</u></p> <ul style="list-style-type: none"> <u>i. 5 years of service in the bargaining unit (3 years for members of Employment Equity groups)</u> <u>ii. Average annual minimum teaching intensity of 1 Type 1 or equivalent assignments (0.5 Type 1 or equivalent for equity seeking groups)</u> <u>iii. Not currently holding an LSTA.</u> <p><u>2. Appointment Process</u></p> <ul style="list-style-type: none"> <u>i. All hiring units that employ CUPE3903 members as per Article 3.01.1 that are eligible for the CAP as per the above eligibility criteria must participate in the CAP.</u> <u>ii. A list of eligible employees shall be produced by the Employer by October 1st of each year, with the appointment beginning the following September 1. The Employer will notify each eligible member of their membership in the pool.</u> <u>iii. On or before each November 1st, eligible employees shall, for each applicable hiring unit, submit an updated curriculum vitae. Members shall provide notice of intent to not participate in the program, if they are choosing to opt out.</u> 	<p>February 20:</p> <p><u>1. Eligibility</u></p> <p><u>Individuals who, as of the date of their application, meet the following minimum service-based criteria are eligible to apply for a Continuing Appointment:</u></p> <p><u>Minimum Service-Based Eligibility Criteria</u></p> <ul style="list-style-type: none"> <u>a. 7 years of service in the bargaining unit</u> <u>b. 17.5 Type 1 or equivalent assignments in the bargaining unit over the past 7 years</u> <u>c. 1 Type 1 (course director) assignment in the bargaining unit in each of 6 of the last 7 years</u> <p><u>2. Terms of the Continuing Appointment</u></p> <ul style="list-style-type: none"> <u>a. A continuing appointment may be held in one or two academic units. Continuing appointments carry the commitment of a minimum annual number of teaching assignments based on the applicant's average number of teaching assignments over the 7-year qualifying period for teaching intensity as follows:</u> <table border="1" data-bbox="1339 1177 1921 1347"> <thead> <tr> <th>Average number of assignments</th> <th>Teaching Assignment Commitment (Number of Type 1 assignments)</th> </tr> </thead> <tbody> <tr> <td>2.5 – 2.9</td> <td>2.5</td> </tr> <tr> <td>3.0 or higher</td> <td>3.0</td> </tr> </tbody> </table>	Average number of assignments	Teaching Assignment Commitment (Number of Type 1 assignments)	2.5 – 2.9	2.5	3.0 or higher	3.0
Average number of assignments	Teaching Assignment Commitment (Number of Type 1 assignments)									
2.5 – 2.9	2.5									
3.0 or higher	3.0									

		<p><u>iv. By no later than July 1 for the following Fall, Winter, and Summer terms, Continuing Appointments will be assigned to all eligible members, and contracts shall be issued.</u></p> <p><u>3. Terms of Continuing Appointment</u></p> <p><u>i. Continuing Appointments will be automatically awarded to those who meet the eligibility requirements above should the member wish to avail themselves of the opportunity.</u></p> <p><u>ii. The CAP will consist of contract assignments comprising no less than 3 Type 1 or equivalent positions per contract year, to be assigned by the Employer.</u></p> <p><u>iii. If a member rejects an assignment offered as part of their CAP guarantee, they continue to retain their membership status in the CAP pool. If the member wants to maintain their 3 FCE course load, the Employer will offer an alternate FCE for the member.</u></p> <p><u>iv. Following the conclusion of the CAP exercise, assignments which were not accepted will be posted during the common posting periods, together with other assignments not included in the CAP exercise.</u></p> <p><u>v. In assigning teaching positions, assignments will first consist of courses in which the employee has incumbency or, where the employee meets the qualifications, and has held the courses 2 out of the last 4 times they were posted in Unit 2.</u></p> <p><u>vi. Employees holding a Continuing Appointment may, through applications for additional contracts, teach up to the applicable cap in each year of the CAP.</u></p> <p><u>vii. Continuing Appointments may be cross appointed between and/or among two or more hiring units. Hiring units may wish to discuss with cognate/sibling units, intra- or inter Faculty, their needs and priorities and how they are currently met by the eligible employee.</u></p> <p><u>viii. CAP Guarantee: Employees who meet the eligibility criteria for the CAP shall maintain this status in subsequent years until such time as they</u></p>	<p><u>b. Teaching assignments made expressly to meet the teaching assignment commitment will not be posted.</u></p> <p><u>c. Continuing Appointment Instructors (CAIs) may apply for and receive teaching assignments in addition to those making up their teaching assignment commitment through the collective agreement posting and appointment processes subject to the caps in Article 12.04.</u></p> <p><u>d. CAIs who were in the CSSP pool prior to their appointment as a CAI do not retain their CSSP status during their CAI appointment. However, a CAI is entitled to apply for assignments posted through the CSSP according to the application process and deadline set out in Article 12.01 (Continuing Sessional Standing Program).</u></p> <p><u>e. A continuing appointment does not have a fixed term but may end through voluntary resignation, retirement, insufficient work to meet teaching assignment commitment or documented performance concerns (please see Review of Teaching).</u></p> <p><u>Teaching assignments</u></p> <p><u>Teaching assignments will first consist of positions (for which:</u></p> <p><u>a. the CAI has incumbency;</u></p> <p><u>b. the CAI has taught two of the last four times they were posted in CUPE 3903 Unit 2 and for which the CAI is qualified; and</u></p> <p><u>c. would otherwise be posted in the bargaining unit for the first time and for which the CAI is qualified.</u></p> <p><u>Continuing Appointments in two academic units</u></p> <p><u>As a general guideline, it is expected that a CAI's teaching assignments will be distributed between the two academic units proportionate to their average number of assignments in the two units over the seven-year qualifying period. (Please see Application Process below.) Two or more CAIs in the same academic unit Where there are two or more CAIs in the same academic unit who are qualified candidates for the same assignment(s), the</u></p>
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			<p><u>provide notice that they elect to withdraw from the Program, as per the Appointment Process</u></p> <p>ix. <u>On or before July 31, the University will advise the Union of the names of the persons who have a Continuing Appointment and the employment equity status of the CAP members.</u></p>	<p><u>teaching assignment commitment of a CAI who has self-identified as a member of one or more Equity Groups will be met first. Where there are two or more CAIs in this circumstance who have self-identified as a member of one or more Equity Groups, the more senior CAI (i.e., the CAI with more Applicable Prior Experience of "A.P.E.") will have their teaching assignment commitment met first. Should two or more CAIs in this circumstance have equal A.P.E., the Long Service Override Provisions in Articles 12.03.1 and 12.03.2 will apply.</u></p> <p><u>3. Applications</u></p> <p>a. <u>Individuals who meet the minimum service-based eligibility requirements may apply to the academic unit(s) in which they wish to hold a continuing appointment.</u></p> <p>b. <u>To be eligible for consideration to hold a continuing appointment in a single academic unit, the applicant is expected to have met the minimum service based eligibility criteria in the unit of application. Where an applicant is seeking a joint appointment in two academic units, the applicant must have taught a minimum of 1 Type 1 assignment in each unit in 6 of 7 years making up the qualifying period.</u></p> <p>c. <u>Applications must be submitted by November 1 for continuing appointments commencing the next September 1.</u></p> <p>d. <u>Continuing Appointments will be awarded based on the academic unit or units' short-term and longer-term teaching needs and the quality of the applicant's teaching. Applications will include an updated CV and a statement of the candidate's approach to teaching and learning. Candidates are encouraged to submit additional information they believe will assist with the assessment of the quality of their teaching, including experience with different course formats, modes of delivery and pedagogies, examples of innovative practices or course design.</u></p> <p>e. <u>Academic units will make recommendations to the Dean or Principal, or their designate, who will make final appointment decisions</u></p>
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				<p><u>First-time Notice of inability to meet the teaching assignment commitment</u></p> <p>If the CAI's teaching assignment commitment is not met by May 1 following the first instance of such notice, the CAI will have two options:</p> <p><u>Option 1</u> The CAI may choose to continue in the appointment. In this circumstance, the CAI will be eligible for partial payment for any shortfall between the teaching assignment commitment and the total number of assignments the CAI received that year, including through the CSSP and other posting and appointment processes.</p> <p>The rate for partial payment is an amount equivalent to 1/10 the course director rate for each Type 1 equivalent (prorated for less than a Type 1 equivalent) less than the total number of teaching assignments the CAI received.</p> <p><u>Option 2</u> The CAI may voluntarily resign from the continuing appointment at the end of the contract year (August 31) and, at the time of resignation, receive:</p> <p style="padding-left: 40px;"><u>partial payment at 1/10 the course director rate for the shortfall between the teaching assignment commitment and the total number of assignments awarded to the CAI toward the teaching assignment commitment; and,</u></p> <p style="padding-left: 40px;">i. <u>a payment according and subject to the terms described below.</u></p> <p><u>Second-time notice of inability to meet the teaching assignment commitment</u></p> <p>If, in a second year, a CAI's academic unit(s) gives notice of an insufficient work to meet the teaching assignment commitment and does not meet the teaching assignment commitment by the following May 1, the CAI will have two options:</p> <p><u>Option 1</u></p>
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				<p><u>The CAI may choose to continue in the appointment. In this circumstance, the CAI will be eligible for partial payment for any shortfall between the teaching assignment commitment and the total number of assignments the CAI received that year, including through the CSSP and other posting and appointment processes.</u></p> <p><u>The rate for partial payment is an amount equivalent to 1/10 the course director rate for each Type 1 equivalent (prorated for less than a Type 1 equivalent) less than the total number of teaching assignments the CAI received.</u></p> <p><u>Option 2</u> <u>The CAI may voluntarily resign from the continuing appointment at the end of the contract year (August 31) and, at the time of resignation, receive:</u></p> <ul style="list-style-type: none"> <u>i. partial payment at 1/10 the course director rate for the shortfall between the teaching assignment commitment and the total number of assignments awarded to the CAI toward the teaching assignment commitment; and</u> <u>ii. a payment according and subject to the terms described below.</u> <p><u><i>Third-time Notice of inability to meet the teaching assignment commitment</i></u></p> <p><u>Where a CAI's academic unit(s) provides notice of insufficient work to meet the teaching assignment commitment and does not meet the teaching assignment commitment by the following May 1 in a third year, the CAI's continuing appointment will conclude at the end of the contract year. The CAI will receive payment at the conclusion of the continuing appointment according and subject to the terms described below.</u></p> <p><u>6. Payment for Cessation of a Continuing Appointment</u></p> <p><u>Cessation of a continuing appointment by voluntary resignation or a mandatory conclusion will result in a payment to the CAI, provided that the CAI has not been awarded a full-time position at the University outside of</u></p>
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				<p><u>the bargaining unit as of the date of resignation or mandatory conclusion, as follows:</u></p> <ul style="list-style-type: none"> <u>i. 2/35 of the prevailing CD rate at the conclusion of the continuing appointment i. for each qualifying year in which the CAI taught a minimum of 1 Type 1 (6 or 7 years) and</u> <u>ii. for each year the CAI held a continuing appointment to a maximum amount equivalent of the value of 2.0 CDs.</u> <p><u>A CAI who receives a payment on the conclusion of their continuing appointment as described above will not be eligible to apply for another continuing appointment in the same academic unit(s). Further, they will not be eligible to apply for another continuing appointment in a different academic unit for three years following the end of the continuing appointment, and their total APE will be reduced by the APE they accumulated during qualifying period and the continuing appointment.</u></p> <p><u><i>Electing to resign or retire from the University</i></u></p> <p><u>Provided that the CAI meets the teaching experience criteria set out in Letter of Understanding: Severance ("the Letter of Intent"), a CAI receiving payment on the conclusion of their continuing appointment as described above may also sever their employment relationship with the University and receive severance according to the Letter of Intent. In this circumstance, the total payment will be according to the formula in the Letter of Intent plus an additional payment at 2/35 the prevailing CD rate for each year of the continuing appointment. This option must be elected at the conclusion of the continuing appointment. Otherwise, the years of service for the qualifying period and the period of the continuing appointment will not be counted in the calculation of severance according to the Letter of Understanding: Severance. As an illustration of this option, a CAI who chooses to sever their employment relationship with the University on the conclusion of their continuing appointment and has completed 6 years in the continuing appointment will be eligible for payment in an</u></p>
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				<u>amount determined by the formula in the Letter of Intent and, additionally, 12/35 of the CD rate in recognition of the length of the continuing appointment.</u>
39	U2 12.24	NEW: Addressing workload issues and student success	December 22: <u>Where an employee is required to conduct a make-up exam, attend a make-up practicum day, work an additional day, or attend an orientation, they shall be compensated at the marker/grader rate for each hour worked. This will not apply to the clinical course directors.</u>	
40	U2 15.03.1	NEW: Authorized replacements for Nursing courses	December 22: Such authorized replacement is intended to fill short-term emergency staffing needs normally not exceeding one month during the fall/winter session or an equivalent period during any other session. <u>Requests for authorization shall not be unreasonably denied.</u> <u>In the Department of Nursing, employees will be permitted to serve as authorized replacements for preceptored courses when colleagues are unavailable.</u>	
41	U2 16.03.1	NEW: Workload issues, class size, and student success	December 22: <u>A Clinical Course Director responsible for direct supervision shall have a clinical group size limit of 6 students.</u> <u>A clinical course director responsible for indirect supervision shall have a clinical group size limit of 14 students, or 12 IEN students, or 8 students in a community clinical grouping.</u>	
42	U2 16.03.1 (a)	NEW: Workload issues, class size, and student success	December 22: <u>The School of Nursing is not permitted to enrol students above those class size limits without the permission of the clinical course director. The clinical course director shall be compensated an extra \$1000 per additional student, per contract.</u>	
43	U2 24.02.1	LSTAs – job security	December 22: LSTAs will be awarded for a three to five year period, depending on academic need and the recommendation of the hiring unit, and will consist of contract assignments comprising 3 full course equivalents and, subject to availability, up to 3.5 full course equivalents in each of the three to five years of the term, subject to the condition that the employee has incumbency in the additional 0.5 full course equivalent	

			<p>assignment or is qualified for and has taught the additional 0.5 FCE assignment 2 of the last 4 times it was offered. Effective September 1, 2014 compensation for these 3 or 3.5 full course equivalents will be the current applicable rate for the position plus an amount equivalent in value to 1/8th the rate of a type 1 position per full course equivalent. <u>The Employer shall issue a notice stating the name and the courses assigned for each semester and shall post the notice on: https://cupejobs.uit.yorku.ca/#</u></p>	
44	TBD	<p>NEW: Transitional Continuing Appointments (TCA): Formerly “Albertyn Appointments” - Job security and retirement plan for high seniority and long serving members</p>	<p>March 27:</p> <p><u>1. Eligibility</u></p> <p><u>This is an ongoing program for individuals who, as of the date of their application, have at a minimum:</u></p> <ul style="list-style-type: none"> ● <u>20 years of service in the bargaining unit (15 years for Equity seeking groups);</u> ● <u>37.5 Type 1 or equivalent assignments in the bargaining unit (30 Type 1 or equivalent assignments in the bargaining unit for equity seeking groups)</u> ● <u>Those who previously received severance under the Letter of Understanding: Severance will have that prior payment deducted from any severance entitlement herein.</u> ● <u>Experience gained as a full-time faculty member at York University or experience otherwise gained outside the bargaining unit at York University shall be counted as Bargaining unit experience for this program. YUFA retirees are not eligible.</u> <p><u>2. Terms of Transitional Continuing Appointment</u></p> <p><u>A transitional continuing appointment (TCA) provides either a two-, three-, four- or five-year transition to retirement and severance of employment from the University. The TCA has an annual teaching assignment commitment which for a:</u></p> <p><u>a. Two-year TCA decreases a teaching assignment commitment in the first and second year, following which the TCA holder retires and receives severance according to s.4 (Severance) below.</u></p>	<p>March 14:</p> <p><u>1. Eligibility</u></p> <p><u>This is a time-limited program for applicants who, as of the date of their application, have at a minimum:</u></p> <ul style="list-style-type: none"> a. <u>20 years of service in the bargaining unit, except for applicants who self-identify as a member of one or more Equity Groups, in which case the eligibility is 15 years of service in the bargaining unit. A year of taught Applicable Prior Experience (APE) of at least 1 Type 1 or equivalent counts as 1 year of service in the bargaining unit for the purposes of this program.</u> b. <u>Taught APE of 30 Type 1 or equivalent assignments the last 15 years, except for applicants who self-identify as a member of one or more Equity Groups, in which case the eligibility is taught APE of 20 Type 1 or equivalent assignments in the last 10 years.</u> c. <u>Persons who have elected to retire from a York University position outside the bargaining unit are not eligible for a Transitional Continuing Appointment.</u> <p><u>Further, to be eligible for the severance portion at s.4 of this Letter of Understanding, an applicant may not have previously received or additionally receive (including per the Letter of Understanding: Severance) any other form of severance or retirement or resignation incentive or payment from York University.</u></p> <p><u>2. Terms of the Transitional Continuing Appointment</u></p> <p><u>A transitional continuing appointment (TCA) provides either a two-year or three-year transition to retirement and</u></p>

- b. Three-year TCA decreases a teaching assignment commitment in the second and third year, following which the TCA holder retires and receives severance according to s.4 (Severance) below.
- c. Four-year TCA decreases a teaching assignment commitment in the third and fourth year, following which the TCA holder retires and receives severance according to s.4 (Severance) below.
- d. Five-year TCA decreases teaching assignment commitment in the fourth and fifth year, following which the TCA holder retires and receives severance according to s.4 (Severance) below.

TCA holders shall not apply for nor be appointed to any other course in the CUPE 3903 Unit 2 bargaining unit during the period of the TCA.

The initial teaching assignment commitment is based on the applicant's average number of teaching assignments during the previous 5 contract years:

Average # of Type 1 or Equivalent assignment	Teaching Assgn Commitment (# of Type 1 or Equi_assgn)
0.5-1.49	1.0
1.5-1.90	1.5
2.0-2.49	2.0
2.5-2.9	2.5
3.0-3.49	3.0
3.5-3.9	3.5
4.0-4.49	4.0
4.5-4.9	4.5
5.0 above	5.0

In each year of the program, the TCA holder will be remunerated based on the initial teaching assignment commitment.

For a Two-year TCA: The TCA will be assigned teaching as follows for each of the two years:

severance of employment from the University. The TCA has an annual teaching assignment commitment which for a:

- a. Two-year TCA decreases a teaching assignment commitment in the first and second year, following which the TCA holder retires and receives severance according to s.4 (Severance) below; or
- b. Three-year TCA decreases a teaching assignment commitment in the second and third year, following which, the TCA holder retires and receives severance according to s.4 (Severance) below.

The initial teaching assignment commitment is based on the applicant's average number of teaching assignments during the 15-year qualifying period:

Average number of Type 1 or Equivalent assignments	Teaching Assignment Commitment (Number of Type 1 or Equivalent assignments)
2.0 – 2.4	2.0
2.5 – 2.9	2.5
3.0 or higher	3.0

In each year of either a two-year or three-year TCA, the TCA holder will be remunerated based on the initial teaching assignment commitment.

For a Two -year TCA:

The TCA will be assigned teaching as follows for each of the two years:

Teaching Assgn. Commitment (# of Type 1 or Equi assgn)	Year 1 Assigned teaching	Year 2 Assigned teaching
2.0	1.5	1.0
2.5	2.0	1.5
3.0	2.5	2.0

For a Three -year TCA:

Teaching Assgn. Commitment (# of Type 1 or Equi assgn)	Year 1 Assigned teaching	Year 2 Assigned teaching
1.0	0.5	0.5
1.5	1.0	0.5
2.0	1.5	1.0
2.5	2.0	1.5
3.0	2.5	2.0
3.5	3.0	2.5
4.0	3.5	3.0
4.5	4.0	3.5
5.0	4.5	4.0

For a Three-year TCA: The TCA will be assigned teaching as follows for each of the three years:

Teaching Assg Commitment (# of Type 1 or Equi Assg)	Year 1 Assigned teaching	Year 2 Assigned teaching	Year 3 Assigned teaching
1.0	1.0	0.5	0.5
1.5	1.5	1.0	0.5
2.0	2.0	1.5	1.0
2.5	2.5	2.0	1.5
3.0	3.0	2.5	2.0
3.5	3.5	3.0	2.5
4.0	4.0	3.5	3.0
4.5	4.5	4.0	3.5
5.0	5.0	4.5	4.0

For a Four-year TCA: The TCA will be assigned teaching as follows for each of the four years:

Teaching Assg Commitment	Year 1 Assg teaching	Year 2 Assg teaching	Year 3 Assg teaching	Year 4 Assg teaching

The TCA will be assigned teaching as follows for each of the two years:

Teaching Assg Commitment (# of Type 1 or Equi Assg)	Year 1 Assigned teaching	Year 2 Assigned teaching	Year 3 Assigned teaching
2.0	2.0	1.5	1.0
2.5	2.5	2.0	1.5
3.0	3.0	2.5	2.0

A TCA may be held in one or two academic units, and teaching assignments made expressly to meet the teaching assignment commitment will not be posted.

TCA holders may apply for and receive teaching assignments in addition to those making up their teaching assignment commitment, defined by the number of assignments for which they are paid, through the CSSP and other collective agreement posting and appointment processes subject to the caps in Article 12.04 in each of the two or three years of the TCA.

3. Applications

Individuals who meet the minimum service-based eligibility requirements at paragraph 1 above, may apply to the academic unit(s) in which they wish to hold a TCA.

Applications must be submitted by:

- a. November 1, 2021 for continuing appointments commencing September 1, 2022;
- b. November 1, 2022 for continuing appointments commencing September 1, 2023; or
- c. November 1, 2023 for continuing appointments commencing September 1, 2024;

Applicants must indicate whether they are applying for a two-year or three-year TCA.

TCAs will be awarded based on the academic unit or units' ability to meet its or their teaching assignment commitment to the TCA holder over the two-year or

(# of Type 1 or Equi Assg)				
1.0	1.0	1.0	0.5	0.5
1.5	1.5	1.5	1.0	0.5
2.0	2.0	2.0	1.5	1.0
2.5	2.5	2.5	2.0	1.5
3.0	3.0	3.0	2.5	2.0
3.5	3.5	3.5	3.0	2.5
4.0	4.0	4.0	3.5	3.0
4.5	4.5	4.5	4.0	3.5
5.0	5.0	5.0	4.5	4.0

For a Five-year TCA: The TCA will be assigned teaching as follows for each of the five years:

Teaching Assg Commitment (# of Type 1 or Equi Assg)	Year 1 Assg teaching	Year 2 Assg teaching	Year 3 Assg teaching	Year 4 Assg teaching	Year 5 Assg teaching
1.0	1.0	1.0	1.0	0.5	0.5
1.5	1.5	1.5	1.5	0.5	0.5
2.0	2.0	2.0	2.0	1.5	1.0
2.5	2.5	2.5	2.5	2.0	1.5
3.0	3.0	3.0	3.0	2.5	2.0
3.5	3.5	3.5	3.5	3.0	2.5
4.0	4.0	4.0	4.0	3.5	3.0
4.5	4.5	4.5	4.5	4.0	3.5
5.0	5.0	5.0	5.0	4.5	4.0

- The Employer shall provide members with the opportunity to request preferred course and shall make best efforts to assign members to their preferred courses, provided no other hiring provisions in this collective agreement would be violated.
- The Employer shall have sole discretion in the assignment of the teaching positions based on the teaching needs of the Faculty or hiring unit(s). Except where necessary to meet accommodation needs the

three-year term. Applicants will submit an updated CV, which shall include a list of courses taught in the previous 5 contract years and may submit additional information such as experience with different course formats, modes of delivery and pedagogies, examples of innovative practices or course design, or syllabi to assist the unit(s) in determining appropriate teaching assignments.

Academic units will make recommendations on the application(s) to the Dean or Principal, or designate, who will make final appointment decisions. No application will be unreasonably denied.

Applicants who are offered and accept a TCA are, at the time of accepting the offer, required to provide irrevocable notice of intent to sever their employment relationship with the University effective the September 1st immediately following the conclusion of their TCA.

4. Severance

Severance upon the conclusion of a TCA will consist of the following:

- 15/35 of the prevailing CD rate at the conclusion of the TCA; plus
- 3/35 of the grid rate in the severance year for the position of course director for each year of service in which the employee held at least one Type 1 or equivalent position in the bargaining unit.

For example, an individual who has completed a TCA and has 20 years of service would receive a total severance equivalent in value to 15/35 + 60/35 for a total of 75/35 at the prevailing CD rate (\$XXX according to the 2021-22 CD rate).

5. Post-retirement benefits

Where an applicant accepts a TCA and provides irrevocable notice to sever their employment relationship with the University per 3.d above, with a copy to Pension and Benefits, such an applicant will be deemed to have fulfilled their written notice responsibilities in accordance with Article 15.27 should they wish and be otherwise eligible to receive Post-Retirement Benefits.

			<p><u>final decision on course assignment shall rest with the Employer.</u></p> <ul style="list-style-type: none"> ● <u>For purposes of the pension plan, where income is received that is minimum of 3.5 FCE, then the member will be credited for a full year of service, regardless of reduced teaching load.</u> ● <u>The TCA may be cross appointed between and/or among two or more hiring units or Faculties. The hiring unit or Faculty shall be noted in the offer.</u> <p><u>3. Applications</u></p> <ul style="list-style-type: none"> ● <u>The Employer will provide notice to all eligible members by September 30 each year.</u> ● <u>Members who meet the minimum service-based eligibility requirements and elect to obtain a TCA will notify the Office of the Vice-President Academic by submitting an application on November 1 for an appointment starting on September 1 of the following year.</u> ● <u>The application will state the TCA year option.</u> ● <u>The application will suffice for the duration of the appointment.</u> <p><u>4. Applications</u></p> <ul style="list-style-type: none"> ● <u>The Employer will provide notice to all eligible members by September 30 each year.</u> ● <u>Members who meet the minimum service-based eligibility requirements and elect to obtain a TCA will notify the Office of the Vice-President Academic by submitting an application on November 1 for an appointment starting on September 1 of the following year.</u> ● <u>The application will state the TCA year option.</u> ● <u>The application will suffice for the duration of the appointment</u> <p><u>5. Severance</u></p>	
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			<p><u>Applicants who are offered and accept a TCA are, at the time of accepting the offer, deemed to irrevocably give notice of intent to sever their employment relationship with the University effective the September 1st immediately following the conclusion of their TCA.</u></p> <p><u>Severance upon the conclusion of a TCA will consist of the following:</u></p> <ul style="list-style-type: none"> <u>i. 17/35ths of the prevailing CD rate at the conclusion of the TCA; plus</u> <u>ii. 6/35ths for 5-year TCA</u> <u>7/35ths for 4-year TCA</u> <u>8/35ths for 3-year TCA</u> <u>9/35ths for 2-year TCA</u> <p><u>of the grid rate in the severance year for the position of course director for each year of service in which the employee held at least one Type 1 or equivalent position in the bargaining unit.</u></p> <p><u>For example,</u></p> <ul style="list-style-type: none"> <u>i. Based on the CD rate of \$18,000, 17/35ths = \$9,000</u> <u>ii. Based on the CD rate of \$18,000, 6/35ths multiplied by years of service (20 years in this case) becomes 120/35ths = \$61,000</u> <p><u>The total severance for a 5-year TCA would then be the amount in (i) of \$9,000 plus the amount in (ii) of \$61,000, for a total of \$70,000.</u></p>	
45	U3 Letter of Understanding – Proper Classification of Bargaining Unit Work	NEW: Proper job classification for graduate assistants	<p>April 27:</p> <p><u>1. Further to Article 3.01, the parties agree that, if a position meets any of the following criteria, the employee occupying the position falls within the CUPE 3903 Unit 3 bargaining unit and the position must be classified as a Graduate Assistantship:</u></p> <ul style="list-style-type: none"> <u>a. Fixed work hours/hourly pay;</u> <u>b. Direct supervision that is not directly tied to a dissertation, thesis, or MRP project;</u> <u>c. Clerical or administrative work;</u> 	<p>May 5:</p> <p><i>LETTER TO BE SENT BY THE EMPLOYER:</i></p> <p><u>Dear name of CUPE 3903 Recipient as identified by CUPE 3903,</u></p> <p><u>In recently concluded collective bargaining for the renewal of the York University – CUPE 3903 Unit 3 Collective Agreement, CUPE presented a proposal under the heading of “misclassification of Graduate Assistants”.</u></p> <p><u>As a result of our review of this matter we are writing to:</u></p>

			<p><u>d. Performance of tasks in aid of a supervisor's research;</u></p> <p><u>e. Research that will be published under another individual's name(s);</u></p> <p><u>f. Work that assists in the development of the faculty or department's curriculum, policies, regulations and/or academic development; or</u></p> <p><u>g. Work in support of a research centre.</u></p> <p><u>2. The Faculty of Graduate Studies is responsible for ensuring compliance with the classification of positions in accordance with the criteria outlined in (i) above. The FGS shall provide a report to the Union each term summarizing the results of the classification of positions review, no later than November 1 for the Fall term, March 1 for the Winter term, and July 1 for the Summer terms, commencing in November 1, 2021.</u></p> <p><u>3. The FGS will take proactive steps to ensure that PIs, ORUs and academic units are explicitly advised of the criteria set out in (i) above for posting and hiring purposes, in order to avoid assigning bargaining unit work outside of the bargaining unit. The proactive steps undertaken by the FGS to ensure classification compliance include but are not limited to the issuance of consistent and clear messaging on the University website and direct communications with PIs, ORUs and academic units.</u></p> <p><u>For every Graduate Assistant position which is misclassified, the Employer shall pay a penalty of \$5000 to the Union's Ways and Means fund.</u></p>	<p><u>1. Affirm our agreement that full-time graduate students performing work as described at Article 3.01 and in the circumstances as described at Article 3.01 should be in the Unit 3 bargaining unit</u></p> <p><u>2. Provide clarity as between:</u></p> <p><u>a. full-time graduate students who, in connection with the financial assistance they receive from or through the University, may be either:</u></p> <p><u>i. A Research Assistant (non-employment) or</u></p> <p><u>ii. A Graduate Assistant (employment as set out in the Unit 3 collective agreement); and</u></p> <p><u>b. full-time graduate assistants who, unconnected to the financial assistance they receive from or through the University, may be employed by the University in a variety of capacities, including performing research work (in which capacity, they may be described as a research assistant).</u></p> <p><u>3. Describe to you:</u></p> <p><u>a. The current way in which the University verifies when a full-time graduate student's work should be classified as being a Graduate Assistant; and</u></p> <p><u>b. The way in which the University plans to verify when a full-time graduate student's activities in connection with their financial assistance from the University should be classified as being a Research Assistant (non-employment).</u></p> <p><u>A. Distinguishing a Research Assistant (non-employment) from a Graduate Assistant (Employment)</u></p> <p><u>Research Assistants (non-employment) are full-time graduate students at York University engaged in research or academic activities which are predominantly for the purposes of advancing the students' progress towards fulfilment of their program and degree requirements.</u></p> <p><u>Graduate Assistants are as described at the first paragraph at Article 3.01 in the CUPE 3903 Unit 3 – York</u></p>
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				<p><u>University collective agreement, as set against the Clarity Note in the second paragraph of Article 3.01.</u></p> <p><u>B. Current Verification of a Graduate Assistant position in the CUPE 3903 Unit 3 collective agreement:</u></p> <p><u>The University, through the Faculty of Graduate Studies, currently verifies appointments that meet the criteria for being a Graduate Assistant position within the scope set out at Article 3.01 of the collective agreement. That verification process is as follows:</u></p> <ol style="list-style-type: none"> <u>1. The position posting is created in the Academic Resources Management System (ARMS)</u> <u>2. The posting is carried by workflow through to a representative in the Faculty of Graduate Studies for review prior to posting.</u> <u>3. The posting is reviewed.</u> <u>4. If the posting is:</u> <ol style="list-style-type: none"> <u>a. A Graduate Assistant, the posting is approved and flows through to posting for applications; or</u> <u>b. Not a Graduate Assistant, the posting is returned to the PI or other person responsible for the posting, for review.</u> <p><u>C. Plan for Verification of Research Assistants (non-employment):</u></p> <p><u>We take the point made by CUPE 3903 Unit 3 during bargaining that while it is useful for the University to have a means to verify graduate student positions within the scope of the Unit 3 bargaining unit, the proper classification of graduate student work or activities as being within or excluded from Unit 3 can be enhanced by similarly verifying those circumstances in which graduate student activities are properly those of a Research Assistant.</u></p> <p><u>Accordingly, I am pleased to inform you that the University is developing a process by which a full-time graduate student's activities, which are in connection with the student's financial assistance from or through the University, will be verified when classified as being a Research Assistant. When complete, verification workflow will be embedded in ARMS which will confirm, prior to transacting and completing any payment information for</u></p>
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				<p><u>the Research Assistant, that the activities are in fact consistent with the definition of a Research Assistant provided in Section A above.</u></p> <p><u>Currently, and going forward, such Research Assistants can be arrived at in two ways:</u></p> <ol style="list-style-type: none"> <u>1. There is a conversation between a Principal Investigator (“PI”) and a current graduate student about the relation between the PI’s area of research or proposed research activities and the student’s program and degree requirements; or</u> <u>2. In Supervision-driven enrolments, new graduate students are offered placement with a PI where an alignment has been confirmed between the PI’s research or academic activities and the student’s program and academic interests during the York University Graduate Degree Application Process.</u> <p><u>The Research Assistant verification process laid out below will address both instances when the process is in place. When a Research Assistant opportunity is created in ARMS, workflow will take that Research Assistant opportunity through to a separate party in the Faculty of Graduate Studies will confirm that the student’s proposed research or academic activities are predominantly for the purposes of advancing the students’ progress towards fulfilment of their program and degree requirements.</u></p> <ol style="list-style-type: none"> <u>1. If there is such a predominance in the purpose of the activities, the opportunity will be flowed through for processing; or</u> <u>2. If there is not such a predominance in the purpose of the activities, or if a clear description is not attached, the opportunity will be returned to the staff member that created it.</u> <p><u>D. Work Performed by Full-time Graduate Students that is not classified as either a Graduate Assistant or as a Research Assistant (non-employment)</u></p> <p><u>In closing it is important to note that work may be posted at York University for which a full-time graduate student is a successful applicant, and which is unconnected to the graduate student’s financial assistance that they are</u></p>
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				<p><u>receiving from or through the University. In such circumstances, the distinction between a Graduate Assistant or a Research Assistant (non-employment) as set out above is not material, as the work or activities in question are neither. This would be the case even where the position is labelled or described in a posting as a research assistant, as the work in question is intended to be employment and not in connection with the graduate student's financial assistance that they are receiving from or through the University.</u></p> <p><u>Thank you for your attention to this matter.</u> <u>Sincerely,</u></p> <p><u>Dan Bradshaw</u></p>
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EQUITY				
#	ARTICLE #	CHANGE	LATEST UNION PROPOSAL	LATEST EMPLOYER COUNTER
46	U1 5.03 U2 5.03 U3 5.03	Data collection with an eye on equity, and equity hiring	<p>May 8:</p> <p>5.03.1 Employment Equity Committee</p> <p>(a) The Union and the Employer agree to maintain an Employment Equity Committee, to meet within one month of the signing of the 2002-2005 collective agreement. which will consist of <u>at least</u> three representatives of each party, <u>including the Vice President of Equity, People, and Culture; the Equity, Diversity and Inclusion Officer; and the Equity Officer of CUPE 3903. A representative of each party shall be designated as joint Chair and the two persons so designated shall alternate in the Chair.</u> Preference will be given to members from each of the designated Equity Groups as identified in Article 5.03.3. Either Chair may call meetings on at least two weeks' notice to the other members of the Committee.</p> <p>(b) The Employment Equity Committee's mandate will include setting goals and timetables for the elimination of discriminatory practices and systemic barriers to equal opportunity. Issues to be addressed will include recruitment of employees, selection procedures, job postings, Employer required and provided training, salaries and benefits, and working conditions (including accommodation for persons with disabilities).</p> <p>(c) The Employment Equity Committee will have access to the non-confidential findings of a census of all members of the bargaining units and graduate students at York University to be conducted by the Employment Equity Office following the ratification of the 2002-2005 collective agreement.</p> <p>(d) All data should be provided to the Employment Equity Committee for all hiring units, regardless of the number of bargaining unit members. This data is to be handled with careful consideration of privacy and confidentiality by both Parties in accordance with relevant privacy statutes.</p>	<p>May 7:</p> <p>5.03.1 Employment Equity Committee</p> <p>(a) The Union and the Employer agree to maintain an Employment Equity Committee, which will consist of three representatives of each party, <u>including a representative of the Office of the Vice-President Equity, People and Culture and the CUPE 3903 Equity Officer.</u> A representative of each party shall be designated as joint Chair and the two persons so designated shall alternate in the Chair. Either Chair may call meetings on at least two weeks' notice to the other members of the Committee. <u>By April 1 of each year, the Equity Committee will submit an annual report of its activities to the Labour/Management Committee.</u></p> <p>(b) The Employment Equity Committee's mandate will include setting goals and timetables for the elimination <u>of discriminatory practices and systemic barriers to equal opportunity.</u> Issues to be addressed will include recruitment of employees, selection procedures, job postings, Employer required and provided training, salaries and benefits, and working conditions (including accommodation for persons with disabilities).</p> <p>(c) <u>In this regard connection with its mandate,</u> the Employment Equity Committee will review and make recommendations from time to time in respect of the Employment Equity Plan approved by the Parties. The Employment Equity Plan will address the removal of employment barriers in order to achieve the ultimate goal of fair representation of Federal Contractor Program Equity Groups (defined below) <u>as measurable against Externally Available Data defined in Article 5.03.3(c).</u> Fair representation will be taken to mean seeking to <u>achieving and maintaining</u> a workforce that is representative of the population of the Federal Contractor Program Equity Groups</p>

		<p><u>(e) By no later than April 1 of each year, the Parties will review and make recommendations to the Employment Equity Committee with respect to the Employment Equity Plan. This plan will address The Employment Equity Plan will address the removal of employment barriers in order to achieve the ultimate goal of fair representation of the following designated groups in bargaining unit employment: aboriginal peoples, persons with disabilities, visible minorities and women-Federal Contractor Program Equity Groups, as well as 2SLGBTQIA+ people. Fair representation will be taken to mean achieving and maintaining a workforce that is representative of the population of the Federal Contractor Program Equity Groups (defined below), as well as 2SLGBTQIA+ people in the Greater Toronto Area or Canada as a whole, whichever is proportionately higher.</u></p> <p><u>5.03.2 Terminology and Pronoun Use</u></p> <p><u>(a) The collective agreement has been amended to reflect 2SLGBTQIA+ throughout.</u></p> <p><u>(b) Throughout the collective agreement, the Parties have adopted the pronoun “they” to represent the singular in place of she and he.</u></p> <p><u>5.03.3 Definitions</u></p> <p><u>(a) Equity Groups</u></p> <p><u>For the purposes of the Collective Agreement, Equity Groups are defined as:</u></p> <p><u>(i) Federal Contractor Program (FCP) Equity Groups: women, racialized groups (visible minorities), Indigenous peoples (Aboriginal peoples), and persons with disabilities; and</u></p> <p><u>(ii) 2SLGBTQIA+</u></p> <p><u>Note: While not a designated group under the Federal Contractors Program, the parties recognize and wish to remove any employment barriers and barriers The Parties have defined 2SLGBTQIA+ as an Equity Group under the collective agreement and wish to remove any employment barriers and barriers to fair representation for employees that who self-identify as 2SLGBTQIA+. The</u></p>	<p><u>(defined below) and LGBTQ2* people, where the latter can also be measured against Externally Available Data, in Toronto or Canada, whichever is proportionately higher:</u></p> <p><u>(d)-The Employment Equity Committee will have access to the non-confidential findings of regular self-identification surveys of all members of the bargaining units combined with Applicant Self-Identification Data defined in Article 5.05.3.3(e) below. The Internal Self-Identification survey Data will be correlated with employment-related information, including number of positions held, position type, and about salaries, terminations and promotions for purposes of reporting to the Employment Equity Committee. The Employer will provide the Union with an annual report of this data, updated as of November 1, by December 1 of each year.</u></p> <p><u>5.03.2 Terminology and Pronoun Use</u></p> <p><u>(a) The collective agreement has been amended to reflect LGBTQ2* throughout.</u></p> <p><u>Throughout the collective agreement, the parties have adopted the pronoun “they” to represent the singular in place of she and he.</u></p> <p><u>5.0.3.3 Definitions</u></p> <p><u>(a) Equity Groups</u></p> <p><u>For the purposes of the Collective Agreement, Equity Groups are defined as:</u></p> <p><u>i. Federal Contractor Program (FCP) Equity Groups: women, visible minorities (racialized groups) (visible minorities) (“racialized”), Aboriginal peoples (Indigenous peoples) (Aboriginal peoples) (“Indigenous”), and persons with disabilities; and</u></p> <p><u>ii. LGBTQ2*</u></p> <p><u>Note: The parties have defined LGBTQ2* as an Equity Group under the collective agreement and wish to remove any employment barriers and barriers for employees that</u></p>
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		<p>implementation of 2SLGBTQIA+ identified employees as the fifth Employment Equity group as an <u>Equity Group</u> within the Collective Agreement will be done so as not to <u>not</u> interfere with the Employer's Federal Contractor Program obligations.</p> <p><u>(b) Intersectionality</u></p> <p><u>Intersectionality is a way of acknowledging that there are multiple interlocking systems of power and oppression on the basis of race, gender, sexual identification, class, disability, etc. Most people are in multiple social categories, and have lived experiences of multiple forms of oppression. Intersectional analysis allows us to understand variations in the experience of inequality and privilege. An intersectional approach requires the Employer and the Union to adopt a nuanced approach to workplace equity. In recognition of the principles of seniority and incumbency, the Employer shall prioritize equity from an intersectional perspective for the appointment or selection procedures, or programs outlined throughout the Collective Agreement. That means in addition to adhering to seniority and incumbency, the Employer has to prioritize applicants who have been historically marginalized in employment, as set out below in Article 5.03.5 (a). This is consistent with the Ontario Human Rights Commission's approach that accounts for both people's multiple lived realities and the social context of discrimination.</u></p> <p><u>(c) Externally Available Data</u></p> <p><u>For the purposes of the Collective Agreement, Externally Available Data refers to:</u></p> <p><u>(i) the most recent Statistics Canada data for Equity Groups (as defined by Article 5.03.3(a), by occupation for Canada as a whole and for the Greater Toronto Area,</u></p> <p><u>(ii) the most recent Statistics Canada data for Equity Groups (as defined by Article 5.03.3(a) for Canada as a whole and for the Greater Toronto Area.</u></p> <p><u>(d) Internal Self-identification Representation Data</u></p>	<p><u>who self-identify as LGBTQ2*. The implementation of LGBTQ2* as an Equity Group within the Collective Agreement will not interfere with the Employer's Federal Contractor Program obligations.</u></p> <p><u>(b) Intersectionality</u></p> <p><u>For the purposes of the Collective Agreement, Intersectionality means the classification of self-identification information for employment equity purposes, considering combinations of two or more of the Equity Groups.</u></p> <p><u>(c) Externally Available Data</u></p> <p><u>For the purposes of the Collective Agreement, Externally Available Data refers to the most recent Statistics Canada data for FCP Equity Groups by occupation for Canada as a whole or for Toronto, as the case may be.</u></p> <p><u>(d) Internal Self-identification Representation Data</u></p> <p><u>For the purposes of the Collective Agreement, Internal Self-identification Representation Data refers to the self-identification data collected via regular self-identification surveys of current employees conducted by the Office of the Vice-President Equity, People and Culture on a regular basis and Applicant Self-Identification Data defined below in (e).</u></p> <p><u>(e) Applicant Self-Identification Data</u></p> <p><u>For the purposes of the Collective Agreement, Applicant Self-Identification Data refers to the data the Employer collects from the self-identification form that applicants may complete in an application or selection process. A provision for voluntary self-identification is part of the Unit 2 blanket application. [For Unit 1 Collective Agreement: A provision for voluntary self-identification is part of the Application for a Teaching Assistantship Position].</u></p> <p><u>5.03.4 Use of Data</u></p> <p><u>1) The following data establishes the foundation which the parties will rely on for decision-making in order to</u></p>
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programs outlined throughout the Collective Agreement.

(f) Within 12 months of the ratification of the renewal collective agreement, qualitative research on departmental hiring practices in relation to recruitment of employees, selection procedures, job postings, employer required and provided training, salaries and benefits, and working conditions will be completed by the Employment Equity Committee. The Employment Equity Committee shall, within twelve months of first meeting after the ratification of the renewal collective agreement, develop an Employment Equity Plan ~~consistent with the Federal Contractors Program~~ for approval by the Parties.

(g) Where issues of interpretation, data or process arise during implementation, the parties will review these at the Employment Equity Committee.

5.03.5 Underrepresentation

(a) Representation Thresholds

Unless otherwise agreed upon and, in order not to interfere with the Employer's FCP obligations, where the representation percentages are not lower than those in the Externally Available Data for Canada as a whole, underrepresentation shall be understood to mean fewer bargaining unit members ~~that~~ who identify as belonging to one or more of the Equity Groups (as defined by Article 5.03.3(a)) ~~and fewer than the available data for the Greater Toronto Area reports Externally Available Data for the Greater Toronto Area. The parties understand the Federal Contracts-Program Equity Data shall establish the minimum threshold for representation, and the External Data for the Greater Toronto Area and Canada as a whole shall establish the target goals for representation, whichever is greater.~~

Informed by this understanding of underrepresentation:

i. The representation thresholds for the Equity groups in Canada as a whole as of March 1, 2021 are as follows:

~~Visible Minorities (racialized): 30%~~

~~Aboriginal (Indigenous) Persons: 1.4%~~

~~Representation data for persons with disabilities is not available either for Toronto or nationally.~~

(b) Determination of Underrepresentation in Academic Units with Few Contract Faculty

Where the number of contract faculty teaching in an academic unit render the Internal Self-Identification Representation Data for the academic unit unavailable, the Internal Self-Identification Representation Data for the Faculty as a whole will be used to determine the representation thresholds for the academic unit. Fewer than 10 contract faculty in an academic unit over the 3-year reporting period will be considered too few to make Internal Self-Identification Representation Data available for the academic unit.

5.03.5 Intersectional Application of Underrepresentation Thresholds

~~For the 2017-2020 Collective Agreement the following minimum thresholds will be used when applying intersectional equity data. The intersectional application of underrepresentation thresholds will proceed as follows:~~

- 1) In academic units where there are fewer than 44% members in the academic unit employed in bargaining unit work who identify as women and there are fewer than 30% members in the academic unit employed in bargaining unit work who identify as members of a ~~visible minority~~ (racialized group); then an applicant who self-identifies as a ~~visible minority~~-racialized woman (a woman who is a member of a racialized group) will be appointed.
- 2) If there are no ~~visible minority~~ (racialized) women applicants, then an applicant from the more underrepresented group (a woman or member of a ~~visible minority~~ (racialized) group) will be appointed.
- 3) If there are no applicants who self-identify as a member of either group or the academic unit has

			<p>a. <u>Women: 50.4%</u></p> <p>b. <u>Racialized people (Visible Minorities): 22.3%</u></p> <p>c. <u>Indigenous Peoples (Aboriginal Peoples): 4.9%</u></p> <p>d. <u>People with disabilities: 22%</u></p> <p>e. <u>2SLGBTQIA+ (Homosexual and Bisexual) : 3% (from Canadian Community Health Survey, 2014)</u></p> <p>ii. <u>The representation thresholds for the FCP Equity Groups current as of March 1, 2021 are as follows:</u></p> <p>a. <u>Women: 44%</u></p> <p>b. <u>Racialized People (Visible Minorities): 30%</u></p> <p>c. <u>Indigenous Peoples (Aboriginal Persons): 1.4%</u></p> <p>d. <u>People with disabilities: For 2021, FCP representation data for people with disabilities is not available. Hence, the Employer should rely on data from Canada as a whole, and GTA and Ontario to determine the representation thresholds</u></p> <p>iii. <u>The representation thresholds for the equity groups in Greater Toronto Area and Ontario as of March 1, 2021 are as follows:</u></p> <p>a. <u>Women: 52%</u></p> <p>b. <u>Racialized people (Visible Minorities): 52%</u></p> <p>c. <u>Indigenous Peoples (Aboriginal Peoples): 1%</u></p> <p>d. <u>People with disabilities: 24.3% (15.5% in Ontario)</u></p> <p>e. <u>2SLGBTQIA+: 4-5%</u></p>	<p>met both underrepresentation thresholds in (1), then an applicant who self-identifies as an Aboriginal (Indigenous) person or as a person with disabilities will be appointed.</p> <p>4) If there are no candidates <u>applicants</u> from the under-represented groups <u>FCP Equity Groups</u> and or if the hiring academic unit has met the <u>underrepresentation thresholds under in (1)</u>, then a candidate <u>an applicant</u> who self-identifies as <u>LGBTQ2*</u> will be hired.</p> <p>Hiring Unit data for the most recent consecutive three contract years (or, during implementation, such period up to three contract years as is available) shall be used to establish hiring unit representation.</p> <p>Where issues of interpretation, data or process arise during implementation, the parties will review these at the Employment Equity Committee.</p>
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5.03.6 Intersectional Application of Underrepresentation Thresholds

For the ~~2017-2020~~ 2020-2023 Collective Agreement the following minimum thresholds will be used when applying intersectional equity data as triggered by Article 12.04:

- a. Where there are fewer than 44% ~~65%~~ of members in the hiring unit doing bargaining unit work ~~that who~~ identify as members of one of the five Employment Equity groups ~~women~~ and/or where there are fewer than 50% of the 65% threshold ~~30% members~~ in the hiring unit who identify as racialized people (visible minorities), then an applicant ~~that who~~ self-identifies as a racialized woman (with priority being given to Black and Indigenous women) will be appointed.
- b. If there are no racialized women applicants (with priority being given to Black and Indigenous women), then a BIPOC applicant (with priority given to Black and Indigenous people) from the more underrepresented group will be appointed.
- c. If there are no applicants under (1) and (2) then an applicant from the more underrepresented group will be appointed, as per Article 5.03.5(a).
- d. If there are no ~~candidates~~ applicants under (1) and (2) or if the hiring unit has met both thresholds in (1), then an ~~candidate~~ applicant ~~that who~~ self-identifies as ~~an Indigenous (Aboriginal) person and/or~~ a person with a disability will be hired.
- e. If there are no ~~candidates~~ applicants from the under-represented groups, or if the hiring unit has met the threshold under (1), then a ~~candidate~~ an applicant that who self-identifies as LGBTQ 2SLGBTQIA+ will be hired.
- f. Hiring Unit data for the most recent consecutive three contract years (or, during implementation, such period up to three contract years as is available) shall be used to establish hiring unit representation.

			g. Where issues of interpretation, data or process arise during implementation, the parties will review these at the Employment Equity Committee.	
47	U1 17.21 U2 17.23 U3 16.19	Broadening the scope of the leave to include gender-based violence and making the eligibility for the leave inclusive of the care responsibilities our members have beyond heteronormative family relations.	<p><u>December 22:</u> DOMESTIC, OR SEXUAL, <u>AND/OR GENDER-BASED VIOLENCE LEAVE</u></p> <p>An employee may request and take a domestic, or sexual, <u>and/or gender-based</u> violence leave where they or their child <u>anyone for whom they have care responsibilities</u> experiences or is threatened with domestic, or sexual, <u>and/or gender-based</u> violence. This leave will be to allow the employee to seek medical attention, counselling, victim and support services, legal assistance or to relocate. The employee, if requested to do so, will provide reasonable proof signed by a qualified practitioner.</p> <p>Upon approval of such a leave the employee will be entitled to a paid leave of up to six-thirty-fifths, and the total leave may extend for up to the duration of the academic term. The details or extent of the violence threatened or experienced need not be disclosed to the Employer, and the Employer will maintain confidentiality regarding the nature of the employee's leave. In the case of an extended absence beyond ten (10) days, the employee to the best of their ability, shall keep their supervisor informed of the anticipated date of the employee's return.</p> <p>Where an employee has exhausted their <u>domestic, sexual, and/or gender-based</u> violence leave and sick leave and any other leave entitlement under this agreement, they may be eligible for Long Term Disability, subject to the terms of the Plan (Article 10.13).</p>	<p><u>February 16:</u> DOMESTIC, OR SEXUAL, <u>AND/OR GENDER-BASED VIOLENCE LEAVE</u></p> <p>An employee may request and take a domestic, sexual <u>and/or</u> gender-based violence leave where they or their child experiences or is threatened with domestic, or sexual <u>and/or gender-based</u> violence. This leave will be to allow the employee to seek medical attention, counselling, victim and support services, legal assistance or to relocate. The employee, if requested to do so, will provide reasonable proof signed by a qualified practitioner.</p> <p>Upon approval of such a leave the employee will be entitled to a paid leave of up to six-thirty-fifths and the total leave may extend for up to the duration of the academic term. The details or extent of the violence threatened or experienced need not be disclosed to the Employer and the Employer will maintain confidentiality regarding the nature of the employee's leave. In the case of an extended absence beyond ten (10) days, the employee to the best of their ability, shall keep their supervisor informed of the anticipated date of the employee's return.</p>
48	U2 4.03.8	Grievance procedure and investigations	<p><u>December 22:</u></p> <p>The Employer will respond to the grievance in writing consistent with the timelines provided in Article 6.06, unless the Employer proceeds with a formal investigation. <u>The Employer will engage a trained investigator to undertake the formal investigation, including in respect of health and safety (e.g. harassment) complaints, within 2</u></p>	<p><u>February 16:</u></p> <p>4.03.6 When a grievance is filed as per Article 6.20, a first meeting is convened by the Employer as per Article 6.06. If an employee who is not in the CUPE 3903 bargaining unit is named as a respondent in the grievance, this meeting may include a case advisor or the <u>Executive</u></p>

			<p><u>days upon receipt of the complaint.</u> Such an investigation will proceed under the University Procedures and the investigator will be appointed from a list of internal investigators agreed to by the Employer and the Union.</p>	<p>Director from the York University Centre for Human Rights, <u>Equity and Inclusion</u> (the Centre).</p> <p>The employer shall not use information provided by a complainant employee respecting sexual and/or gender harassment for the purpose of disciplining any member of the University community unless that complainant employee specifically agrees to such usage.</p> <p>4.03.8 The Employer will respond to the grievance in writing consistent with the timelines provided in Article 6.06, unless the Employer proceeds with a formal investigation. <u>The Employer will adhere to the timelines in the University's Procedures for determining whether to proceed with a formal investigation.</u> Such an investigation will proceed under the University's Procedures and the investigator will be appointed from a list of internal investigators agreed to by the Employer and the Union.</p> <p>4.03.11 Grievance Response and Redress</p> <p>Within fourteen (14) <u>twenty (20)</u> calendar days of the receipt of the Investigation Report from a formal investigation, the Employer will respond in writing to the grievor with:</p> <p>(i) Whether the facts as revealed to the Investigation Report are such that some managerial action is warranted and;</p> <p>(ii) what redress shall be awarded or continued.</p> <p>4.04 Racial and Ethnic Harassment</p> <p>4.04.6 When a grievance is filed as per Article 6.20, a first meeting is convened by the Employer as per Article 6.06. If an employee who is not in the CUPE 3903 bargaining unit is named as a respondent in the grievance, this meeting may include a case advisor or the Executive Director from the York University Centre for Human Rights, Equity and Inclusion (the Centre).</p> <p>The employer shall not use information provided by a complainant employee respecting sexual and/or gender harassment for the purpose of disciplining any member of the University community unless that complainant employee specifically agrees to such usage.</p>
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				<p>4.04.8 The Employer will respond to the grievance in writing consistent with the timelines provided in Article 6.06, unless the Employer proceeds with a formal investigation. The Employer will adhere to the timelines in the University's Procedures for determining whether to proceed with a formal investigation. Such an investigation will proceed under the University's Procedures and the investigator will be appointed from a list of internal investigators agreed to by the Employer and the Union.</p> <p>4.04.11 Grievance Response and Redress</p> <p>Within fourteen (14) twenty (20) calendar days of the receipt of the Investigation Report from a formal investigation, the Employer will respond in writing to the grievor with:</p> <p>(i) Whether the facts as revealed to the Investigation Report are such that some managerial action is warranted and;</p> <p>(ii) what redress shall be awarded or continued.</p>
49	U2 12.04.1	Equity hiring	<p>May 8:</p> <p>Article 12.04</p> <p><u>A. In order to correct systemic underrepresentation of equity seeking groups, the parties commit to achieving the following appointment goals: (i) appoint members of the five employment equity groups (i.e., Indigenous people, persons with disabilities, BIPOC, women, and 2SLGBTQIA people) to a minimum of 65% of all the CUPE courses being offered in the department (after calculating LSTA and CSSP appointments), and (ii) appoint 50% of such appointments to BIPOC members (with priority given to Black and Indigenous people). The foregoing equity thresholds will be assessed annually on the basis of appointment numbers per department, in accordance with Article 5.03.</u></p> <p>12.04.1 Appointments shall be made as follows:</p> <p>(i) In the exceptional circumstances in which a candidate for a position as course director or team lecturer is adjudged by the appropriate Dean or designate to be substantially and demonstrably more qualified, able</p>	<p>May 7:</p> <p>12.04.1 Appointments shall be made as follows:</p> <p>(i) In the exceptional circumstances in which a candidate for a position as course director or team lecturer is adjudged by the appropriate Dean or designate on the basis of her <u>their</u> qualifications and experience to be substantially and demonstrably more qualified, able and competent to perform the duties and responsibilities of the position than all other candidates for the position, that candidate may be appointed to the position. Where such a candidate is appointed, the hiring unit shall forward to the union the name of the successful candidate, her <u>their</u> curriculum vitae, and any other non-confidential information that formed the basis of the hiring, with a copy to the candidate who otherwise would have received the position.</p> <p>(ii) <u>Pool of Candidates with Required and Preferred Qualifications:</u></p>

			<p>and competent to perform the duties and responsibilities of the position than all other candidates for the position, that candidate may be appointed to the position. Where such a candidate is appointed, the hiring unit shall forward to the union the name of the successful candidate, her <u>their</u> curriculum vitae, and any other non-confidential information that formed the basis of the hiring, with a copy to the candidate who otherwise would have received the position.</p> <p><u>(ii) Pool of Candidates with Required and Preferred Qualifications:</u></p> <p>a. Where no appointment is made under (i), then the appointment shall be made from among the candidates with the preferred and required <u>and preferred</u> qualifications, <u>subject to 12.04.1(ii)(b) and according to the provisions in (iv).</u></p> <p>b. Where the parties have not achieved the equity seeking thresholds set in article 12.04A, appointments shall be made as follows: where a BIPOC member holds incumbency in respect of a course, the senior BIPOC incumbent will be recommended for appointment to the course. They will not be displaced by a grievance that would result in the appointment of a non-BIPOC member. In such a case, the otherwise senior qualified candidate, within the meaning of Article 12.04.1, shall receive payment equivalent to the rate of two-fifths of CD positions at the prevailing CD rate. The parties agree to review the process through the Employment Equity Committee.</p> <p><u>(iii) Pool of Candidates with Required Qualifications:</u> Where no appointment is made under (ii) because no candidate has the preferred required <u>and preferred</u> qualifications, then the appointment shall be made from among the candidates with the required qualifications and accordingly to the provisions in (iv).</p>	<p>a. Where no appointment is made under (i), then the appointment shall be made from among the candidates with the preferred and required <u>and preferred</u> qualifications, <u>according to the provisions of 12.04.1 (ii)(b) below.</u></p> <p><u>b. Effective September 1, 2021 for appointments commencing no sooner than September 1, 2022, where there is one or more candidates who as per Article 12.06.1:</u></p> <p>i. <u>are in the pool of candidates with required and preferred qualifications, and.</u></p> <p>ii. <u>who self-identify as Aboriginal (Indigenous) or visible minority (racialized), then the Letter of Understanding regarding Priority for Aboriginal (Indigenous) or visible minority (racialized) candidates, shall apply for the 2020-23 Collective Agreement.</u></p> <p>(iii) <u>Pool of Candidates with Required Qualifications:</u> Where no appointment is made under (ii) because and no candidate has the preferred required <u>and preferred</u> qualifications, then the appointment shall be made from among the candidates with the required qualifications and accordingly to the provisions in (iv).</p> <p>(iv) (a) The candidate with the most experience gained in applicable teaching, demonstrating, tutoring and marking within the University, subject to Articles 12.09 and 12.10, shall be appointed and, where applicable prior experience is equal, the candidate with the desirable qualifications shall be appointed, except in the case of;</p> <p>LONG-SERVICE OVERRIDE:</p> <p>(b) Where a candidate has a total of at least five years of service in the bargaining unit in each of which she <u>they</u> has <u>have</u> accrued applicable prior experience for one Type 1 position or its equivalent as provided by 12.06 (ii),</p>
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			<p>(iv) (a) The candidate with the most experience gained in applicable teaching, demonstrating, tutoring and marking within the University, subject to Articles 12.09 and 12.10, shall be appointed and, where applicable prior experience is equal, the candidate with the desirable qualifications shall be appointed, except in the case of;</p> <p>LONG-SERVICE OVERRIDE:</p> <p>(b) Where a candidate has a total of at least five years of service in the bargaining unit in each of which she they has have accrued applicable prior experience for one Type 1 position or its equivalent as provided by 12.06 (ii), and has have at least three more years of such service than the number of years of such service of the candidate otherwise entitled to the position as per (v)(a), she they shall be appointed;</p> <p>(c) Where there is more than one candidate in (b), the candidate with the most years of such service shall be appointed except as follows;</p> <p>(d) Where two or more candidates per (c) have equal years of such service, the candidate with the most applicable prior experience shall be appointed;</p> <p>(e) Where two or more candidates have equal years of such service and equal applicable prior experience, then the candidate with the desirable qualifications shall be appointed.</p> <p>(f) Long Service Override (LSO) shall not apply to appointments that would result in a displacement of a person who is a member of an employment equity group for bargaining unit work.</p> <p>The LSO shall apply if the appointment would be made to a person who is themselves a member of an employment equity group for bargaining unit work. For the purposes of the Long Service Override, service in Unit 1, including service accrued per Article 15.08.3, or as a full-time faculty contractually limited appointment at York, or per Article 17.06.1, shall count as bargaining unit experience.</p>	<p>and has at least three more years of such service than the number of years of such service of the candidate otherwise entitled to the position as per (v)(a), she they shall be appointed;</p> <p>(c) Where there is more than one candidate in (b), the candidate with the most years of such service shall be appointed except as follows;</p> <p>(d) Where two or more candidates per (c) have equal years of such service, the candidate with the most applicable prior experience shall be appointed;</p> <p>(e) Where two or more candidates have equal years of such service and equal applicable prior experience, then the candidate with the desirable qualifications shall be appointed.</p> <p>(f) Long Service Override (LSO) shall not apply to appointments that would result in a displacement of a person who is a member of an employment equity group for bargaining unit work.</p> <p>The LSO shall apply if the appointment would be made to a person who is themselves a member of an employment equity group for bargaining unit work. For the purposes of the Long Service Override, service in Unit 1, including service accrued per Article 15.08.3, or as a full-time faculty contractually limited appointment at York, or per Article 17.06.1, shall count as bargaining unit experience.</p>
50	U2 12.04.2	Equity hiring	May 8:	May 7:

			<p>(i) Where the applicants for a position have no previous applicable prior experience or have equivalent applicable prior experience and meet the same levels of Required and/or Preferred qualifications (or Required qualifications where no applicant has the Required and Preferred qualifications) as posted, the position shall be awarded to <u>such an applicant who a candidate is also has self-identified as a member of one or more Equity Groups of the five employment equity seeking groups otherwise underrepresented in the hiring unit for bargaining unit work as per Article 5.03.</u></p> <p>(ii) Save and except for courses taught under 12.22, when a position is being posted in the Hiring Unit for the first time, priority will be given to applicants with the most applicable prior experience that meet the Required and/or Preferred qualifications (or Required qualifications where no applicant has the Required and Preferred qualifications) as posted and who <u>have self-identified as are</u> members of one <u>or more Equity Groups, of the five employment equity seeking groups otherwise under-represented in the hiring unit using the process and definition of Intersectionality established in Article 5.03.</u></p>	<p>(i) Where the applicants for a position have no previous applicable prior experience or have equivalent applicable prior experience and meet the same levels of Required and/or Preferred qualifications (or Required qualifications where no applicant has the Required and Preferred qualifications) as posted, the position shall be awarded to <u>such an applicant who a candidate is also has self-identified as</u> a member of one or more <u>Equity Groups of the five employment equity seeking groups otherwise under-represented in the hiring unit for bargaining unit work per Article 5.03.43, using the definition of underrepresentation in Article 5.03.4 and the process and definition of intersectionality established in Article 5.03.5.</u></p> <p>(ii) Save and except for courses taught under 12.21, when a position is being posted in the a Hiring Unit for the first time, priority will be given to applicants with the most applicable prior experience that meet the Required and/or Preferred qualifications (or Required qualifications where no applicant has the Required and Preferred qualifications) as posted and who <u>have self-identified as are</u> members of one <u>or more Equity Groups, of the five employment equity seeking groups otherwise under-represented in the hiring unit for bargaining unit work per Article 5.03.43, using the definition of underrepresentation in Article 5.03.4 and the process and definition of intersectionality established in Article 5.03.5.</u></p> <p>*****</p> <p><u>Letter of Understanding - Priority for Aboriginal (Indigenous) or visible minority (racialized) Candidates Article 12.04.1</u></p> <p><u>The parties agree as follows:</u></p> <p><u>1. Where the circumstances set out at Article 12.04.1(ii)(b) exist then:</u></p> <p><u>a) For Academic Units where the data is available that indicates that the Academic Unit has not met</u></p>
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				<p><u>the threshold targets for representation of Aboriginal (Indigenous) or visible minority (racialized) employees in the academic unit as per Article 5.03.4, then the appointment to the position shall be made to an Aboriginal (Indigenous) or visible minority (racialized) candidate; or</u></p> <p><u>b) For Academic Units where data is not available to assess whether the Academic Unit has met the threshold targets for representation of Aboriginal (Indigenous) or visible minority (racialized) employees in the bargaining unit, then the appointment to the position shall be made to an Aboriginal (Indigenous) or visible minority (racialized) candidate; and</u></p> <p><u>c) In either (a) or (b) above, w Where there is more than one such candidate the appointment shall be made according to the provisions in Article 12.04.1(iv).</u></p> <p><u>2. Where an Aboriginal (Indigenous) or visible minority (racialized) candidate is appointed (“the appointee”) in accordance with Paragraph 1 above, then a candidate who does not self-identify as Aboriginal (Indigenous) or visible minority (racialized) and who:</u></p> <p><u>a. would have otherwise been appointed to the position by virtue of their seniority; and</u></p> <p><u>b. has incumbency under Article 12.06.1:</u></p> <p><u>will receive two-fifths of the salary for the position (“the Payment”), subject to the following:</u></p> <p><u>c. The Payment would be provided to the Senior Employee on the first such occurrence only of that Senior Employee not receiving an appointment for a given course in the circumstances described in Paragraph 1 and this Paragraph; and</u></p> <p><u>d. The Payment would not occur where the Senior Employee has a workload in the academic year in which these circumstances occur, that is</u></p>
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				<p><u>equivalent to the workload in the prior academic year.</u></p> <p><u>3. The grievance process does not apply, and no grievances will be filed regarding appointments made in accordance with this Letter of Understanding.</u></p> <p><u>4. This Letter of Understanding shall be placed in the 2020-23 collective agreement booklet and shall form part of the 2020-23 collective agreement. It will expire with the expiration of the 2020-23 collective agreement and shall be removed from the collective agreement booklet for the subsequent renewal collective agreement unless this Letter of Understanding is renewed by the parties.</u></p>
51	U2 24.07	Equity hiring for LSTAs	<p>December 22: In the <u>2020-2021</u> contract year a minimum of 7 LSTAs will for be offered for September 1, <u>2021</u>, in the <u>2021-2022</u> contract year a minimum of 7 LSTAs will be offered to eligible applicants for September 1, <u>2022</u>, in the <u>2022-2023</u> contract year a minimum of 7 LSTAs will be offered to eligible applicants for September 1, <u>2023</u>. To the extent practicable a <u>A minimum of 65%</u> of the total number of LSTAs over the two-year period will be made from among those who belong to one or more of the five employment equity groups (i.e., Aboriginal people, persons with disabilities, visible minorities, women and LGBTQ). <u>The Employer shall make 50% of such appointments to BIPOC members (with priority given to Black and Indigenous people).</u></p>	
52	U2 23.04	Equity hiring for conversions	<p>February 27:</p> <p>(i) The employer shall provide incentive funding to a hiring unit(s) recommending an affirmative action pool member to a tenure stream position. This funding will normally cover the differential between the starting salary of the appointment and the cost of three full course directorships. The employer shall make incentive funding <u>equivalent to 7 Type 1 Course Directorships available</u> in each year of the collective agreement.</p> <p>(ii) <u>In each year of the collective agreement</u>, the Office of the Vice President Academic and Provost shall make <u>the greater of:</u></p>	<p>March 27:</p> <p>Article 23.02: Affirmative Action</p> <p>23.02.1 Definition – All bargaining unit members at York University who meet the following criteria:</p> <p>(i) have at least five years of service to the University and who, from 1 May 1983 to 30 April in the year preceding the current contract year, held at least 1 Type 1 position in each of four years and a total of at least 12 Type 1 or equivalent positions over those four years; or</p>

		<p>a) <u>five recommendations per year.</u> or b) <u>recommendations equal to 20% of the tenure-track hires in that academic year. That percentage will only apply to departments where CUPE 3903 holds at least 40% of the Course Directorships.</u></p> <p><u>For example, if in an academic year the Employer has decided to make 200 tenure track appointments throughout the University, of which 30 are in departments in which CUPE 3903 holds at least 40% of the Course Directorships, the Employer must make a minimum of 6 recommendations for that academic year.</u></p> <p><u>(iii) In each year, at least 2/5 (or 40%) of all recommendations for conversion to tenure-stream positions will be for members from one or more of the five designated employment equity-seeking groups (i.e., Indigenous people, persons with disabilities, BIPOC, women, and 2SLGBTQIA people). From those, a minimum of 50% of the recommendations will be for BIPOC members. Hiring units must provide written documentation of having met these thresholds.</u></p> <p><u>(iv) Tenure-stream recommendations per 23.03.1 and 23.03.2 shall be made by April 15 and the Provost's announcement to the York community shall be made by April 30. Appointments shall commence July 1.</u></p> <p><u>(v) If an applicant is not recommended by the School or Department, a written explanation will be provided to the applicant upon request.</u></p>	<p>(ii) have at least five <u>three</u> years of service to the University and who, from 1 May 1983 to 30 April in the year preceding the current contract year, held at least 2 <u>3</u> Type 1 positions in any three <u>four</u> years and at least 9 Z type 1 or equivalent positions in any four <u>three</u> years and who belong to at least one <u>Equity Group of the four employment equity groups (i.e. aboriginal people, persons with disabilities, visible minorities and women)</u> shall be eligible for inclusion in the Affirmative Action Pool.</p> <p>(i) The employer shall provide incentive funding to a hiring unit(s) recommending an affirmative action pool member to a tenure stream position. This funding will normally cover the differential between the starting salary of the appointment and the cost of three full course directorships. The employer shall make \$130,000 available in incentive funding in each year of the collective agreement.</p> <p>(ii) For appointments commencing on each of the 2018-19 year and the 2019-20 year <u>July 1, 2022 and July 1, 2023</u> the Office of the Vice-President Academic and Provost shall, make at least two (2) recommendations in 2018-19 2021-22 and two (2) recommendations in 2019-20 2022-2023 of Affirmative Action Pool members for full-time faculty positions to the tenure stream. A minimum of one recommendation <u>in each of the two years will be prioritized for</u> from among candidates who self-identify as <u>Aboriginal (Indigenous) or as a member of a visible minority (racialized group)</u> a member of one or more of the designated equity groups will be made over two years. Where in either of the two years, the Office of the Vice President Academic and Provost is unable to make a recommendation with respect to a prioritized candidate who self-identifies as Aboriginal (Indigenous) or as a member of a visible minority (racialized group), the next priority will be to make a recommendation with respect to a candidate from one or more of the other Equity Groups.</p> <p>(iii) During this period, should any member of the Affirmative Action Pool be appointed to a tenure-stream position as a result of a normal search process, the hiring</p>
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				<p>unit receiving the appointment will be entitled to receive incentive funding under Article 23.04(i).</p> <p>(iv) Normally, tenure-stream recommendations per 23.03.1 and 23.03.2 shall be made by January 15 for appointments commencing the following July 1.</p> <p>(v) If an applicant is not recommended by the School or Department, an a written explanation will be provided to the applicant on request.</p>
53	U1 10.01.1	Fair distribution and equity hiring for tickets	<p>April 21:</p> <p>10.01.1 The parties recognize that the employer wishes to provide teaching opportunities for full-time graduate students. Such students will normally be employed in Tutor 1, Tutor 2, Tutor 3, Tutor 4, Tutor 6, Tutor 7, or Writing Instructor positions. However, the employer reserves the right to appoint such students to no more than fifty-course director positions (not including any course director positions to which full-time graduate students are appointed when there have been no suitably qualified candidates with applicable prior experience in Unit 2 for course director positions originally posted in Unit 2) during any twelve-month period ending 31 August. Further, the employer reserves the right to appoint such students to an as yet undetermined number of additional positions in the Faculty of Education which will be based on the number of “net new” course director positions in the faculty, subject to a process to be worked out between the parties via the Labour/Management Committee. In the event that either the Faculty of Environmental Studies or the Faculty of Education does not use all of their allotted positions, they will not be transferable to, nor can they be borrowed by, other Faculties. In identifying courses to be made available as ticketed course opportunities, hiring units will give first consideration to courses that were not taught by an employee in the Unit 2 bargaining unit in the immediately preceding contract year.</p> <p>[...]</p> <p>(v) Preference will be given to applicants <u>in their upper years (year 4 and up)</u> with least prior experience as a ticketed course director. Units may establish their own eligibility criteria with respect to year or years of program</p>	<p>April 27:</p> <p>10.01.1 The parties recognize that the employer wishes to provide teaching opportunities for full-time graduate students. Such students will normally be employed in tutor 1, tutor 2, tutor 3, tutor 4, tutor 6, tutor 7, or writing instructor positions. However, the employer reserves the right to appoint such students to no more than fifty <u>fifty-five (55) type one full course</u> director positions (not including any course director positions to which full-time graduate students are appointed when there have been no suitably qualified candidates with applicable prior experience in Unit 2 for course director positions originally posted in Unit 2) during any twelve-month period ending 31 August. Further, the employer reserves the right to appoint such students to an as yet undetermined number of additional positions in the Faculty of Education which will be based on the number of “net new” course director positions in the faculty, subject to a process to be worked out between the parties via the Labour/Management Committee. In the event that either the Faculty of Environmental Studies or the Faculty of Education does not use all of their allotted positions, they will not be transferable to, nor can they be borrowed by, other Faculties. In identifying courses to be made available as ticketed course opportunities, hiring units will give first consideration to courses that were not taught by an employee in the Unit 2 bargaining unit in the immediately preceding contract year.</p> <p>[...]</p> <p>(v) Preference will be given to applicants with least prior experience as a ticketed course director. Units may establish their own eligibility criteria with respect to year or</p>

			<p>and/or progress toward completion; any such criteria will be communicated by the Unit to potential applicants.</p> <p><u>(vi) A minimum of two ticketed courses directorships will be made available to each faculty to ensure the equitable availability of ticketed course directorship among those faculties.</u></p> <p><u>(vii) For each faculty utilizing ticketed course directorships for a period from September 1 to August 31, 50% of the ticketed course directorships must be allocated to qualified upper year Ph.D. candidates (Year 4 and up) who self-identify as being from one or more of the Equity Groups. Further, 50% of these reserved ticketed course directorships shall be awarded to members who self-identify as racialized people. As among qualified candidates from Equity Groups, individuals who self-identify as being from two or more Equity Groups will be further prioritized to be awarded the position. In the fulfillment of the 50% equity provision, the Employer must prioritize equity over the Ph.D. year. Where there are no qualified candidates for a ticketed course directorship from among the prioritized course directorships from an Equity Group, the position will be awarded in the normal fashion as set out in this article.</u></p>	<p>years of program and/or progress toward completion; any such criteria will be communicated by the Unit to potential applicants.</p> <p><u>(vi) A minimum of two ticketed courses directorships will be made available to each faculty to ensure the equitable availability of ticketed course directorship among those faculties who may wish to use ticketed courses directorships.</u></p> <p><u>(vii) Preference for appointments to ticketed course directorships will first be given to applicants in their upper years (year 4 and up) with the least prior experience as a course director.</u></p> <p><u>(viii) At the faculty level, 50% of the ticketed course directorships will be prioritized in each contract year for qualified applicants who self-identify as being from one or more of the Equity Groups, as follows:</u></p> <ul style="list-style-type: none"> <u>a) Among qualified applicants from Equity Groups, applicants who self-identify as Indigenous or racialized will be given first priority for the ticketed course directorship; and</u> <u>b) In considering between two or more qualified applicants from Equity Groups, the preference in (vii) above will determine appointment to the ticketed course directorship.</u>
54	U1 4.03.1 (v) U2 4.03.1 (v) U3 4.03.1 (v)	Sexual Violence Training	<p><u>December 22:</u> <u>The Employer shall provide mandatory paid anti-sexual violence training for all CUPE 3903 members as stipulated by 10.02.2(ii) in the Unit 1 collective agreement and 10.04.5 in the Unit 2 collective agreement. Such training shall be designed and delivered in consultation with CUPE 3903.</u></p>	<p><u>February 18:</u> <u>(iv) to continue to sponsor educational programs mounted by the Centre for Human Rights, Equity and Inclusion for the University community with a view to developing a mandatory program including sexual harassment and sexual assault (sexual violence); and</u></p> <p><u>(v) to provide sexual violence training through the Centre for Sexual Violence Response, Support and Education, with such training to be paid for in accordance with Article 10.02.2(ii);</u></p>
55	U1 10.02.2 (iii) U2 10.04.5 U3 15.03	Paid Equity Training	<p><u>December 22:</u> <u>(iii) The Employer shall allocate 10 hours per term to mandatory training under the <i>Accessibility for Ontarians with Disabilities Act</i>, the <i>Occupational Health and Safety Act</i>, and any other anti-violence.</u></p>	<p><u>February 18:</u> <u>(ii) Any employer-required training or orientation of fewer than ten hours, or fewer than fifteen hours in the case of a first appointment as an employee of York University, shall be included in the hours specified in Article 10.02.1 and normally shall take place during the</u></p>

			<u>anti-harassment or anti-discrimination training agreed to between the Employer and CUPE 3903.</u>	<p>period of time that the employee holds the position. <u>Such training may include up to five (5) hours of mandatory Occupational Health and Safety and AODA training, and Sexual Violence training.</u> Any employer-required training or orientation of more than ten hours shall be reimbursed for those hours beyond ten hours, at the Overwork Rate. Where the employer is requiring that an employee attend training or orientation the employee will be provided with timely, advance notice.</p> <p>APPENDIX A: Training (Up to 10 hours <u>which may include up to 5 hours for mandatory Occupational Health and Safety and AODA, and sexual violence training</u>) <u>Training for a first-time employee of York University (up to an additional 5 hours)</u></p>
56	U1 APPENDIX F See document at the end	Revising the blanket application form	<p>December 22:</p> <p>NAME: surname <u>name & pronouns</u> <u>legal</u> given name</p>	<p>February 18:</p> <p>NAME: surname given name <u>& pronouns</u></p>
57	U1 22.02 U2 22.02 U3 14.02	Collection of Identity disaggregated data for purpose of employment equity analysis.	<p>December 22:</p> <p>The Employer undertakes in consultation with the union to provide the union with information pertinent to the operations of the University and relevant to the bargaining unit, including, but not limited to, the following:</p> <p>(i) The electronic transfer, updated by 1 November each year, for current fall/winter appointments, <u>by 1 March each year for winter appointments</u>, and by 1 July each year for summer appointments and with intermittent updates, as practicable, of a dataset of contracts of bargaining unit members since 1 May 1983, containing the following information for each contract:</p> <p>payroll number name address (as contained on the Payroll file) telephone number (as available on the Payroll file) Email address sex <u>gender</u></p>	<p>February 18:</p> <p>The Employer undertakes in consultation with the union to provide the union with information pertinent to the operations of the University and relevant to the bargaining unit, including, but not limited to, the following:</p> <p>(i) The electronic transfer, updated by 1 November each year, for current fall/winter appointments, <u>by 1 March each year for winter appointments</u>, and by 1 July each year for summer appointments and with intermittent updates, as practicable, of a dataset of contracts of bargaining unit members since 1 May 1983, containing the following information for each contract:</p>

			<p> <u>identify as LGBTQ2+</u> <u>identify as Racialized</u> <u>identify as Indigenous</u> <u>identify as a person with Disabilities</u> date of birth (when available) faculty department starting pay date ending pay date category of appointment position code number of assignments or hours salary paid vacation pay additional amount Names of employees who participate in the Pension Plan. </p> <p> The parties agree to convert the dataset to a format which can be used by the Union, and the necessary costs of converting the dataset to a format which can be used by the Union and will be shared by the parties. </p> <p> (ii) <u>The electronic transfer, updated by 1 November, 1 March, and 1 July each year and with intermittent updates, as practicable, of a dataset of program and enrolment information of all bargaining unit members, containing the following information for each member with student status:</u> </p> <p> <u>SISID (student number)</u> <u>Name</u> <u>Address (as available in SIS file)</u> <u>Telephone number (as available in SIS file)</u> <u>Email address(es) (as available in SIS file)</u> <u>Study session</u> <u>Candidacy level (year of study)</u> <u>Program faculty</u> <u>Academic qualification(s)</u> <u>Subject</u> <u>Program</u> </p> <p> (††) (iii) Information which the Employer is obligated to provide by other articles of this agreement. Articles which require the regular transfer of information are: 3.03, 4.04, 10.01.2, 10.02.4 (i) and (ii), 10.18(iv), 11.01.3, 11.06, 12.06, 16.07, and 22.02 (i) and (iv). </p>	
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			<p>(iii) (iv) Upon written request from the union, and within a reasonable period of time, additional information pertaining to the operations of the University and relevant to the bargaining unit, and of the sort normally made available to the union, provided that:</p> <p>(a) the employer shall not be required to prepare reports or analyses of data not normally prepared in the course of the University's operations or that cannot be provided by the making of minor modifications in reports normally prepared;</p> <p>(b) the employer shall not be required to supply information which is deemed by the employer to be confidential with respect to the employer's formulation of its own position on interpretation or renegotiation of this agreement or subsequent agreements.</p> <p>(iv) Further, the employer agrees to provide to the union, within one month of the start of each academic session, a list of available telephone numbers of members of the bargaining unit appointed to that session.</p>	
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HEALTH AND SAFETY				
#	ARTICLE #	CHANGE	LATEST UNION PROPOSAL	LATEST EMPLOYER COUNTER
58	U1 17.22 U2 17.24 U3 16.21	NEW: Quarantine/ Self-Isolation	<p><u>December 22:</u> <u>The Employer shall grant an employee paid leave at full salary, up to the equivalent of the prescribed leave of her Appointment Contracts, if the employee is not able to perform the duties of her position.</u></p> <p><u>(a) because of an order of a public health authority that applies to the employee;</u></p> <p><u>(b) because the employee is under individual medical investigation, supervision, or treatment related to an infectious disease;</u></p> <p><u>(c) because the employee is in quarantine or isolation or is subject to a control measure (which may include, but is not limited to, self-isolation), and the quarantine, isolation or control measure was implemented as a result of information or directions related to an infectious disease issued to the public, in whole or in part, or to one or more individuals, by a public health official, a qualified health practitioner, Telehealth Ontario, the Government of Ontario, the Government of Canada, a municipal council or a board of health, whether through print, electronic, broadcast or other means;</u></p> <p><u>(d) because the employee is providing care or support to an individual referred to in (U1 17.22.1, U2 17.24.1, U3 16.21.1) because of a matter related to an infectious disease that concerns that individual, including, but not limited to, school or daycare closures; or</u></p> <p><u>(e) because the employee is directly affected by travel restrictions related to an infectious disease and, under the circumstances, cannot reasonably be expected to travel back to Ontario.</u></p>	
59	U1 17.22.1 U2 17.24.1 U3 16.21.1	NEW: Quarantine/ Self-Isolation	<p><u>December 22:</u> <u>Subclause (d) above applies with respect to any individual for whom the member has care responsibilities.</u></p>	

UNION RIGHTS				
#	ARTICLE #	CHANGE	LATEST UNION PROPOSAL	LATEST EMPLOYER COUNTER
60	U1 15.09.1 U2 15.08.01 U3 11.05.03	Increase Executive Service Funding	December 22: In recognition of the fact that service on the union executive limits the ability of employees to make themselves available for employment, the employer agrees to pay the union by 30 September of each year the equivalent of the salary of eight ten course directors, in full satisfaction of the Employer's obligations under the CUPE 3903 Unit 1, Unit 2 and Unit 3 agreements. These monies shall be distributed among the members of the Executive Committee as seen fit by the Union.	

APPLICATION FOR A TEACHING ASSISTANTSHIP POSITION
YORK UNIVERSITY
UNIT 1

(For graduate students registered with full-time status)

NAME: surname name & pronouns legal given name TELEPHONE:

ADDRESS: street city POSTAL CODE:

SUMMER ADDRESS:

SUMMER PHONE:

EMAIL ADDRESS:

SOCIAL INSURANCE NUMBER:

DATE OF APPLICATION:

STUDENT NUMBER:

TYPE OF TEACHING ASSISTANTSHIP APPLICATION (check one): Blanket Specific

Please check "yes" or "no" if you wish to be considered for a ticketed course directorship:

YES NO

If you are applying for a ticketed course directorship, the required application information described in Article 10.01.1 and any additional information required by the Unit must be attached to this application form.

Faculty: Department/Division:

**Note that a blanket application, to be considered, must be submitted between November 15 and January 31 (or by the next business day if January 31 falls on a week-end) and shall apply to all positions in the hiring unit for academic sessions that commence during the twelve months following January 31. Any application after January 31 is specific to the position or positions listed below.*

If you have any questions about how to fill in this application, please call the CUPE 3903 office at 416-736-5154.

TEACHING ASSISTANTSHIP POSITIONS REQUESTED:

*To be filled out even if you wish to be considered for a ticketed course directorship.

*Even if this is a blanket application, please specify the position(s), course # and title, and academic session in which you are most interested.

- 1.
- 2.
- 3.

PRESENT COURSE OF STUDY:

Masters  Ph.D. 

Entry Date:

Year of Study:

Graduate Supervisor:

If applying for summer employment, are you a visa student?

PRIORITY POOL STATUS:

Number of years (including current year)

a full-time Ph.D. candidate:

TA assignments held at York while:

a Masters candidate:

PREVIOUS TEACHING ASSISTANTSHIPS AT YORK:

(Including any currently held.)

Faculty/Course #/Title

Year

Study Level

(e.g. LAPS/HIST2510/Canadian History)

(e.g. 2013-14)

(e.g. Ph.D. I)

EDUCATION: (Begin with current.)

Degree & Discipline

University

Date Completed/In Progress

TITLES OF COMPLETED, OR IN PROGRESS, HONOUR, MASTERS AND/OR PH.D. THESES:

PUBLICATIONS:

CURRENT RESEARCH:

RELEVANT GRADUATE LEVEL COURSE WORK:

RELATED WORK OR ACADEMIC EXPERIENCE:

Employment Equity (completion of this section is voluntary):

The information below is important for the CUPE 3903 Joint Employment Equity Committee. A high response rate is critical to the ongoing development of the CUPE 3903 Employment Equity Plan. We ask that you please self-identify by checking one or more of the boxes below and submit it to the departmental administrative assistant. Please note that in order for this information to be useful we need you to include your Employee Number.

Employee Number _____

<p>A. Visible minorities (racialized) are persons, other than Aboriginal peoples, who are non-Caucasian in race or non-white in colour, regardless of birthplace.</p> <p>Based on this definition, are you a visible minority (racialized)? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If yes, you are invited to check all that apply:</p> <p><input type="checkbox"/> Arab <input type="checkbox"/> Black (e.g., African, American, Canadian Caribbean) <input type="checkbox"/> Chinese <input type="checkbox"/> Filipino <input type="checkbox"/> Japanese <input type="checkbox"/> Korean <input type="checkbox"/> Non-White Latin American (including indigenous persons from Central and South America) <input type="checkbox"/> Non-White West Asian (e.g., Iranian, Lebanese, Afghan) <input type="checkbox"/> South Asian/East Indian (e.g., Bangladeshi, Pakistani, Indian from India, East Indian from Guyana, Trinidadian, Sri Lankan, East African) <input type="checkbox"/> South East Asian (e.g., Burmese, Cambodian/Kampuchean, Laotian, Malaysian, Thai, Vietnamese, Indonesian)</p>
<p>B. Persons with disabilities are those that have a long-term or recurring physical, mental, sensory, psychiatric or learning impairment and who:</p> <p>a) consider themselves to be disadvantaged in employment by reason of that impairment, or b) believe that an employer or potential employer is likely to consider them to be disadvantaged in employment by reason of that impairment. This also includes persons whose functional limitations owing to their impairment have been accommodated in their current job or workplace.</p> <p>Based on this definition, are you a person with a disability? Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>C. An Aboriginal (Indigenous) person is a North American Indian, Métis, or Inuit and/or a Treaty Indian or a Registered Indian and/or member of an Indian Band/First Nation.</p> <p>Based on this definition, are you an Aboriginal (indigenous) person? Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>D. What is your gender identity?</p> <p><input type="checkbox"/> Man <input type="checkbox"/> Woman <input type="checkbox"/> Trans* <input type="checkbox"/> Gender Non-conforming</p>

<p>Trans* includes, for example trans, transgender, transsexual, genderqueer, two-spirit, trans woman, trans man, non-binary</p>
<p>E. LGBTQ2 is an umbrella term for persons who identify, for example as, lesbian, gay, bisexual, transgender, two-spirited, genderqueer, questioning, or who otherwise express gender or sexual diversity. Do you identify as LGBTQ2?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>*Trans includes, for example trans, transgender, transsexual, gender queer, two-spirit, trans woman, trans man, non-binary</p>
<p>F. If under representation in certain designated groups is found, we will conduct focus group sessions to gain more information about potential barriers to employment. This will assist us in creating a work environment where every employee feels valued, respected and supported in achieving their career goals.</p> <p>May the Employment Equity Officer contact you to participate in focus groups? Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>G. <input type="checkbox"/> I choose not to complete the self-identification survey at this time.</p>

NOTE: If you are a person with a disability and wish to discuss workplace accommodation please contact the University's Employee Well Being Office:
<http://www.yorku.ca/hr/units/employeerelations/ewb.html>

RECEIPT OF APPLICATION
from
YORK UNIVERSITY

DATE:

FACULTY:

DEPARTMENT/DIVISION:

This is to acknowledge receipt of _____'s blanket/specific (circle one) application form. Please note that the blanket application applies to all positions in this Unit for all academic sessions, which commence during the twelve months following January 31.

Signed:

Revised: June 2020

