

CUCEPTFU News

Spring 2018



**GENERAL ASSEMBLY TUESDAY, MAY 8 3:45 P.M.
LOCATION TO BE ANNOUNCED**

CUCEPTFU SIGNS NEW COLLECTIVE AGREEMENT

CUCEPTFU has signed a new collective agreement that will be in force from the Monday after the signing on February 7, 2018 until September 6, 2018. Our previous agreement ended in September 2015.

These negotiations began in earnest in the winter of 2016 and were conducted using our Interest-based Bargaining Model. Over the course of these negotiations we presented items of interest and concern to our members; items that arose during the course of meetings of the Labour Relations Committee, items that were under discussion or that arose from consultation with the members in departmental meetings and, as well, we considered those issues that were brought by the Administration. We held regular meetings with the membership and consulted with the members in departmental meetings when the need arose. The negotiations might be seen as lengthy. As we pointed out at the signing, however, we are mutually committed to a process that establishes understanding of each other's problems and interests. As Instructors we are focused on the needs of students and the quality of education we can provide and to that end we work with the Administration and the University to further these goals and the mission of the Centre for Continuing Education.



Present on behalf of the university:

Alan Shepard, president
Graham Carr, provost
Roger Côté, vice-president of Services
Carolina Willsher, associate vice-president of Human Resources
Isabel Dunnigan, executive director of Concordia Continuing Education
Sonia Coutu, executive director of Employee and Labour Relations
John Dickson, director of operations at Concordia Continuing Education

Present on behalf of CUCEPTFU:

Marylee Wholey, CUCEPTFU president
Perry Shearwood, vice-president, Collective Agreement

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Briefly, here are the highlights of the document as presented at our Special General Assembly on September 25, 2017, when the agreement was ratified by the membership:

KEY NON-MONETARY ITEMS:

- Increased opportunity for unpaid leaves
- Abolition of Seniority Point Accrual for those who take on another University Position
- Seniority Points for Teaching Seminars
- Expanded possibility for Compassionate Leave
- Establishment of Departmental Advisory Committees
- Abolition of Doubling for the English Intensive Program
- Expansion of Labour Relations Duties
- Expansion of Personnel Committee Duties
- Re-establishment of the Centre's Health & Safety Committee

KEY MONETARY ITEMS:

Salary Scale:

- Effective September 7, 2015:
salary rates are increased by 1%;
- Effective September 7, 2016:
salary rates are increased by 1.4%;
- Effective September 7, 2017:
salary rates are increased by 1.6%

Hourly Rate by Academic Year

| Classification: | 2015 | 2016 | 2017 |
|---------------------------|---------|---------|---------|
| Intensive English Courses | \$94.74 | \$96.07 | \$97.61 |
| Other Intensive Courses | \$86.31 | \$87.52 | \$88.92 |
| Non-Intensive Courses | \$79.20 | \$80.31 | \$81.60 |
| Non-teaching Contracts | \$45.93 | \$46.57 | \$47.32 |

RETROACTIVITY

Members received retroactive salary and benefits on the pay of January 19, 2018. In addition to the salary scale and the retroactivity payments, we signed a letter of agreement to form a parity committee within sixty days of the signing to study the issue of teaching tasks and related salary scales. We are planning to work on this issue in light of the growth of the CCE and the needs of the members for fair compensation for the work that we do and in the interests of seeing that we can devote the time necessary to continuing to serve our students.

The Collective Agreement can be accessed on the University Website, Human Resources, Labour Agreements.

In closing, let it be stressed that we CUCEPTFU members are adaptive and creative in our work and dedicated to our students. We are always looking for innovative approaches to our teaching and we value that Concordia remains receptive and collaborative in its response to our members.

COMMUNICATE WELL, ACHIEVE BUY-IN AND ACCOMPLISH YOUR GOALS

A new chapter at the Centre for Continuing Education

The past year has seen changes in the Administration and its structure. Now we have signed our most recent Collective Agreement.

This new Collective Agreement is a reflection of both our commitment and that of Concordia University to mutually respectful communication that results in superior decision-making and growth.

As a result of consulting with the membership during negotiations, the CUCEPTFU Executive has been guided by the resolve of the Instructors to communicate to the Administration their commitment to engagement on the challenges facing the Centre. Articles 3, 17, 22, 24, 29 and 30 of the new Collective Agreement spell out the means to accomplish this engagement.

The CUCEPTFU Executive has also been inspired by what business leaders have written about this topic of respectful communication and its role in ensuring an organization's success.

Leadership and respectful communication in times of change

One source is New York Times Business Day columnist Adam Bryant. He has interviewed CEOs of all stripes over the course of a decade. Here is an excerpt from his October 29, 2017 article ***How to Be A CEO From a Decade's Worth of Them***:

'If you want to lead others, you've got to have their trust ...' said James Hackett, the chief executive of Ford Motor Company.... A close cousin of trust-

worthiness is how much you respect the people who work for you. Jeffrey Katzenberg, the Hollywood executive, states: 'By definition if there's leadership, it means there are followers, and you're only as good as the followers. I believe the quality of the followers is in direct correlation to the respect you hold them in. It's not how much they respect you that is most important. It's actually how much you respect them. It's everything.' ... One lesson I learned is from a phrase I picked up called M.R.I. It means the 'most respectful interpretation' of what someone's saying to you. I don't need everyone to be best friends, but I need to have a team with M.R.I. ... What is needed to build a culture in an organization is two things. One is trust. ... Communication is the second. If you can communicate what your fears are, what your challenges are, and if you trust that the people you work with all want the right outcome, then the environment is going to create itself.

When it comes to communication a phrase that is often heard is 'I have an open door'. While this is a well-intentioned sentiment, it may not result in authentic communication: hearing and being heard and working to a plan of action that both parties can agree to. Harvey Schachter in a Globe and Mail article ***'Want employees to speak up? Here's how'*** critiqued the use of the phrase 'I have an open door' by managers. He referenced the observation of James Detert, a professor of management at Cornell University, that while the intended message of an 'open door policy' is that the administration is open

COMMUNICATE WELL, ACHIEVE BUY-IN AND ACCOMPLISH YOUR GOALS

to hearing your ideas and that all ideas are heard, this message is negated by the fact that 'My door is open' only invites people to come into the boss's space. The boss's office is her 'turf'. In fact, according to Ethan Burriss of the University of Texas, 'instead of asking people to knock on your door, you need to knock on their door'. While administration may feel that they are too pressed for time to solicit and get back to people about their ideas... that 'is a terrible mistake'.

Engagement

Looking forward, we hope to work together with the Administration as it continues to pursue its commitment to communication and to having a policy that aligns with the goals of respectful exchange and engagement. This is surely a challenge; yet the Centre has shown its support for fostering a shared sense of engagement when dealing with the challenges. This year it has sponsored a professional development workshop given by Kathryn Peterson, a CCE seminar presenter, on *Building Resilience*. The presenter stressed that resilience is defined as: 'the ability to succeed, to live, to develop in **spite of adversity**.'

As we embark on our new Collective Agreement, all the while mindful that we will soon be preparing for a new round of negotiations, we expect to continue to engage in activities and consultations that will challenge our 'resilience'. As a Union we will rely on our communication with the Instructors and on the tried and true approach of 'Interest-Based Negotiations'.

Strengthening the opportunities for building trust and operationalizing the commitment to effective communication will, in our estimation, strengthen the

course offerings, the programs and the mission of the Centre for Continuing Education. This will ensure that we at the Centre meet the 'next-gen' challenges along with the University at large.

The Personnel Committee faculty members for Spring 2018-Spring 2020 are as follows:

BUSINESS ADMINISTRATION

Carmen Kuczewski (won by acclamation)

COMMUNICATIONS

Santo Romano (elected)

COMPUTER INSTITUTE

Santo Romano (elected)

ENGLISH

Kamran Ghazi (won by acclamation)

Beverley LeBlanc (won by acclamation)

Perry Shearwood (2nd year of 2 year term)

FRENCH

Tanya Ullmann (won by acclamation)

LEARNING SKILLS

Carol Hawthorne (won by acclamation)

PHOTOGRAPHY

Selvin Cortez (won by acclamation)

**WHEN YOUR UNION AND ADMINISTRATION
ADDRESS ISSUES FACE TO FACE:
REPORT OF THE LABOUR RELATIONS COMMITTEE**

The Labour Relations Committee is a parity committee. The purpose of the committee is to discuss and resolve any question relative to the application and interpretation of the collective agreement and labour conditions (clause 3.07 of the CA). The committee undertakes an important number of tasks related to its mandate (clause 3.09 of the C.A.). Marylee Wholey and Perry Shearwood represent CUCEPTFU while Pierre Claude Bourke, Employee Relations, Concordia Human Resources, and Ariane Cloutier, Director, Administration, CCE, represent the administration. The committee usually meets once a month.

The most recent meeting of the Labour Relations Committee was held on March 23, 2018 and the next meeting is on April 26, 2018. Some of the issues addressed currently are:

- Rehiring of instructors who have fallen off the seniority list in the English Department. An agreement is being negotiated so instructors who have fallen off the seniority list because no contracts were available will, upon their request, be given priority when instructors are hired. We are in discussion regarding the issue of past seniority points for rehired instructors who complete their probation and return to the seniority list.
- Assignment of non-teaching contracts. Discussions are ongoing and will continue into our next collective agreement negotiations to ensure that instructors are appropriately assigned non-teaching contracts, as agreed upon in clause 10.01 b) and Article 29 of the CA.
- Re-establishment of the CCE Health & Safety Committee. This was agreed to in the new collective agreement and a meeting will take place soon.
- Increased representation. CUCEPTFU is proposing that the LRC be expanded to three representatives for each side. In addition, we are asking that a second member be added to the French Department Personnel Committee, given the expansion in that department.
- Clear communication to faculty members of which administrator is responsible for which duties, through posting of an organogram or equivalent to the CCE Instructors Website. We have been persistent in asking the administration to make evident to whom faculty members should address the different curricula and administrative issues that arise on a regular basis.
- Facilities Issues. The administration has reported on the current status of the upcoming renovations to the FB Building. CUCEPTFU has asked the administration to make sure that instructors are well informed about what must be done in preparation for moving temporarily to other space.
- Grievance 34: The union has withdrawn its request for arbitration in the case involving Article 29, non-teaching contracts. The union has informed the administration that we wish to address this issue within the larger context of our upcoming negotiations. The administration has agreed to this.
- Grievance 35: A grievance has been filed in the case of an instructor whose salary was withheld for non-attendance at a pedagogical meeting that was scheduled outside of the instructor's contract hours. The union is contesting this decision on the part of the administration.

Save the date for the General Assembly

The Spring 2018 CUCEPTFU General Assembly will take place Tuesday, May 8 between 3:45 p.m. and 6:30 p.m. at a location to be announced. Elections to union positions, financial statements and budgets, as well as updates on all current issues, +and the planning for our year-end party will be on the agenda. Refreshments will be served. Welcome to all union members!

GUESS WHO'S RETIRING ...?

You are, sooner or later. When you do, you can join AREF, an association made up primarily of retirees who worked in higher education institutions affiliated with FNEEQ, the union federation to which CUCEPTFU belongs. AREF aims to improve its members' quality of life and protects their rights and interests. When your Concordia Health Plan coverage comes to an end, you can join the AREF drug plan for a reasonable rate. This plan includes travel insurance.

For more information:

AREF

1-888-513-2494

www.eref-neq.ca

YOUR PENSION CONTACTS AT CONCORDIA HUMAN RESOURCES

Employees with family name A to K:

Nelson Sauveur

(514) 848-2424 ext. 3643

Employees with family name L to Z:

Jo-Anne Patton

(514) 848-2424 ext. 3685

- Enrolment and eligibility
- Termination of pension benefits
- Estimation of retirement income
- Manage change in contributions
- Process changes to beneficiary designations due to life events
- Process life claims

LET'S KEEP IN TOUCH

To make sure that you have smooth communication with the university and your union, you have to keep your co-ordinates up-to-date. For all CCE Instructors, personal contact information is kept in two locations: in the Human Resources Information System (HRIS) and in the Student Information System (SIS). In particular, if you have ever been a student at Concordia, your contact information in SIS may be that of the carefree days of your youth rather than what you have more recently supplied the university.

Use the browsers Chrome or Firefox rather than Internet Explorer to go on-line to check, and to change if necessary, your contact information. Then follow the steps below:

For SIS, log in to the myconcordia portal. On the myconcordia menu, click on Student Information System. Then

click on My Faculty Centre and then Campus Personal Information. Select Personal Data Summary or other categories that you wish to modify. Click on the beige rectangle at the bottom of the screen to change the information. Once the information is entered, click on Save at the bottom of the page.

For HRIS, log in to the myconcordia portal. On the myconcordia menu, click on Employee Services. Then select My HR Profile and next my empath. Click on personal and then contacts. Select the category that you wish to change. Click ok at the bottom of the screen to save.

If you have any difficulties in accessing or changing your contact information, contact IITS at help@concordia.ca or phone 7613.

**CUCEPTFU SUPPORTS TUTORS
AT QUEBEC'S ON-LINE UNIVERSITY**

On Wednesday March 15, 2018, CUCEPTFU hosted a successful information and solidarity table in the LB Atrium in support of tutors from TÉLUQ. The tutors' union, STTTU, is part of the federation FNEEQ-CSN, as is CUCEPTFU.

Who are the tutors?

TÉLUQ is a part of the Université du Québec network and offers full distance university programs. For the last 40 years, once the course material at TÉLUQ has been developed by professors, the tutors have taught 90% of the undergraduate students, with individualized distance coaching. These two hundred tutors have developed special expertise to support students. Most of the students are new arrivals to Québec, who combine work / family / education, and who conduct their studies completely through distance education.

Privatization of education

TÉLUQ has undertaken a restructuring that has already caused the layoff of many tutors. Tasks that were carried out by them before are being transferred to two new groups of teachers: on the one hand, non-union teachers from a private company, a first in the field of higher education, and on the other hand, new contract people hired internally. The students will receive only one-third the supervision time. They will, however, pay the same tuition fees for these services!

The TELUQ management seems to set aside both the quality of higher education and the minimum standards of respect for its employees in the name of competition in the university education market. The struggle of the tutors is a fight against a shift towards the outsourcing of education, the casualization and de-unionization of jobs as well as the reduction of student services.

An attempt to muzzle the tutors

TÉLUQ takes the path of legal intimidation rather than negotiation. The union representing the tutors has received three "mises en demeure" in the last two months and is being sued for \$80,000. This lawsuit also reproaches the tutors for using the terms "teachers" and "layoffs" in the media.

A call to the community

Tutors are now in the process of informing the public, as well as the university and college community, the UQ network and the Minister of Higher Education, of the anticipated results of this loss of expertise in distance learning.

For more information:

info@stttu.ca
http://stttu.ca - https://fr-ca.facebook.com/stttu.ca



Left to Right:

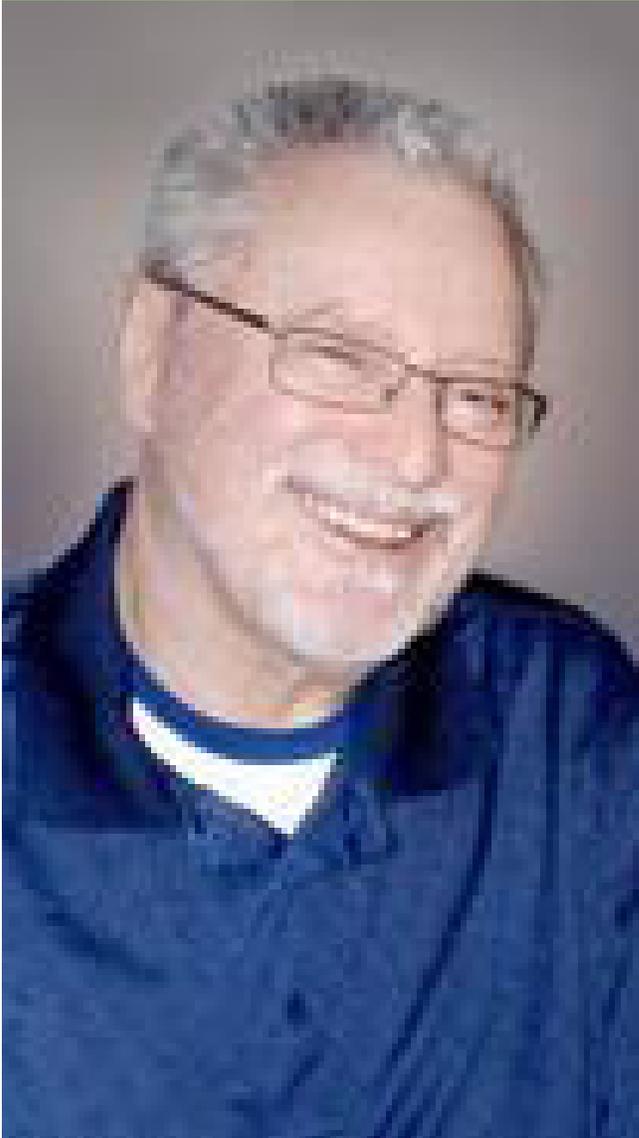
PERRY SHEARWOOD
Vice-president, Collective Agreement, CUCEPTFU

JEAN-BRUNO CHARTRAND
STTTU

GUSTAVO BERITOGNOLO
STTTU

MARYLEE WHOLEY
President, CUCEPTFU,
at the Concordia event
to support the TÉLUQ tutors.

IN MEMORIAM
EMMETT GERARD (GERRY) BATES
1943-2018



All who knew Gerry Bates at Continuing Education are mourning his passing. Gerry taught English at Continuing Education from 1976 until 2006 and was a valued colleague and mentor. In addition to being a respected teacher, he was a skilled materials developer. Gerry was a very active member of the Union. Gerry served as Vice-president, Communications, CUCEPTFU from 1998 until 2004. He was responsible for the production of numerous union newsletters and set up the CUCEPTFU website (www.cuceptfu.org). Gerry took a particular interest in the working conditions of his fellow teachers. He served on the Continuing Education Health & Safety Committee, the Concordia Central Advisory Health & Safety Committee and the Air Quality Sub-committee. Our sincere condolences to Gerry's wife Linda, his sons Marc and Patrick, his daughter-in-law Suzanne Gagnon, and his granddaughter Delphine.

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Spring 2018

Contributions: Tanya Ullmann, Marylee Wholey and Perry Shearwood
 Thanks to Beverley LeBlanc, Nadia Henein and Lili Ullmann.
 Concordia University Continuing Education Part-Time Faculty Union (FNEEQ-CSN)
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