

UNION MATTERS

January 2021

Full Time Faculty—January News Bulletin

Happy New Year! We hope that you had a restful break.

We wanted to share a few updates with you before the Winter 2021 semester teaching period begins:

Are you starting on January 18 or January 25?

The College is hoping to open Jan. 25th for on-campus classes. Remote and online is still scheduled for a Jan. 18th start. The Jan. 25th on campus start is dependent upon MOH lockdown protocols. If there is a Jan. 25th on campus start, class size caps are 10 individuals, plus the professor/instructor. For those faculty hopefully starting Jan. 25th on campus, the Jan. 17th-Jan. 24th SWF period is used for teaching remotely, e.g., course orientation.

Do you have rooms assigned to your teaching hours?

Approx. 77 faculty had “rooms assignments” on campus teaching between Jan. 4th and 24th. This means that these faculty will have discussions with their Chair to determine course(s) delivery plan and new course start dates.

Are you working on courses and/or course shells?

Before working on your courses/shells, check your class lists for numbers. If sizes are below 10, please consult with your Chair to confirm whether the course will still be offered.

Have you been scheduled to work more than 8 hours in one day?

Faculty in Excess of an 8-hour contact day (Article 11.01 L 1) must be provided with a voluntary agreement form titled, “Agreement Re: Contact Day in Excess of Eight Hours” before timetables are finalized. If you are not in agreement with an excess of an 8 hour contact day, (ie. a day beginning at the first assigned hour to the end of the last assigned hour), do not sign the form and communicate this in writing to your Chair. If you are in agreement and complete the form, please return it to your Chair before the start of the semester.

Are you a curriculum guide (also known incorrectly as a SME)?

Curriculum Guidance hours (Ref. SWF Guidelines document at www.local237.ca or myConestoga, Human Resources) for supporting faculty members must not include onboarding activities such as teaching another how to use eConestoga. This is the work of Teaching and Learning and IT. Curriculum Guidance is only meant for providing course content, outcomes support, i.e., “This is what I am planning to do for my Writing Assignment”.

Does your timetable match your SWF?

Timetables must match SWFs. Check to see that the Section # for a Course is found on the Timetable and that the TCHs match (Ref. Articles 11.02 A 2 and 11.02 A 5).

Example 1: If COUR1000, Section 1 is on a SWF, but the timetable shows COUR1000, Sections 1 and 2, send a complaint email to your Chair and your Local and request a revised SWF to reflect this extra work.

Example 2: If COUR1000 is 2 TCHs (hours) on a SWF, but only shows as one synchronous hour from 8-9 am. (vs. 8-10 am) on Tuesdays, send a complaint email to your Chair and to your Local. One must ask, why the 8-9 am slot? What if your course plan were to have students review from 8-9 am. and then wanted to teach them a follow up lesson from 9-10 am? Also, why are two hours of curriculum scheduled down to 1 hour on the timetable?

What should you do if you have issues or concerns?

These issues should be brought to the attention of the Chair within 20 days and quickly resolved. Failing settlement, the faculty member or group can file a grievance (Ref. Article 32).

Questions? Contact your union office at letterbox237@gmail.com or go to the website at www.local237.ca