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INTERNAL EAP CONTACTS

CUSSU Representative

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BULLYING IN THE WORKPLACE

What is workplace bullying?

Bullying is usually seen as acts or verbal comments that could 'mentally' hurt or isolate a person in the workplace. Sometimes, bullying can involve negative physical contact as well. Bullying usually involves repeated incidents or a pattern of behaviour that is intended to intimidate, offend, degrade or humiliate a particular person or group of people. It has also been described as the assertion of power through aggression.

Would like to know more information go to: <https://www.ccohs.ca/oshanswers/psychosocial/bullying.html>

What are examples of bullying?

While bullying is a form of aggression, the actions can be both obvious and subtle. It is important to note that the following is not a checklist, nor does it mention all forms of bullying. This list is included as a way of showing some of the ways bullying may happen in a workplace. Also remember that bullying is usually considered to be a pattern of behaviour where one or more incidents will help show that bullying is taking place.



How can bullying affect an individual?

People who are the targets of bullying may experience a range of effects. These reactions include:

- Shock
- Anger
- Feelings of frustration and/or helplessness
- Increased sense of vulnerability
- Loss of confidence
- Low morale and productivity

EMPLOYEE ASSISTANCE PROGRAM

What is the Employee Assistance Program?

The Employee Assistance Program (EAP) is a voluntary, confidential counselling and information service available to all employees eligible for Health Benefits at Concordia, including their immediate family (spouse and dependent children as defined in your plan).

This service has been developed to help you with personal and work-related problems, tensions and stress before they lead to more serious difficulties.

What kinds of issues does the EAP cover?

The EAP counsellors at Home-wood Health will assist you with any personal and work-related concerns that may be affecting your physical and emotional well-being. These may include:

- Stress
- Work-related concerns
- Marital/relationship issues
- Violence
- Family issues
- Bereavement
- Personal and emotional difficulties

For additional information, please visit the EAP Web Site at: ospace.concordia.ca/eap

Resource Personnel

Health Services
S-GM-200.25
Ext. 3569

Kimiko Kudo
Human Relations & Employee Relations
S-FB-1120
Ext. 3661



ARTICLE OF INTEREST IN OUR CA

Planning your vacations:

Article 27.12

The employee who wishes to schedule her/his annual vacation must inform her/his immediate supervisor of the chosen vacation period no later than May 1st of each year.

a) The immediate supervisor plans vacation within his department according to the seniority of employees having indicated their chosen vacation period and service requirements. This plan is posted on May 15th.

For the complete article go to www.cussu.net and click on Collective Agreement.

DID YOU KNOW?

April 30 is the deadline for your 2017 health, vision and dental care claims.

Submit your claims to Desjardins Financial Security by mail or online. Here is the link if you need more information; <https://cspace.concordia.ca/content/shared/en/news/main/stories/2018/04/04/april-30-deadline-2017-health-vision-dental.html>

Claims from May 1, 2018, and beyond **must be sent to Sun Life**. You can also start using your new Sun Life card for direct payment as of May 1.

CUSSU Website

Last summer a new website was created for CUSSU as the old website was out of date. Please visit the new website at www.cussu.net

CUSSU Facebook

Last summer a Facebook page was created for CUSSU. There are currently 98 members who have joined. Please sign up as

WHY GOOD EMPLOYEES LEAVE?

by [PrecisionAdmin \(Precision Staffing Services\)](#) | Apr 26, 2013 |

A study came up with this surprising finding: If you're losing good people, look to their immediate supervisor. More than any other single reason, he is the reason people stay and thrive in an organization. And he's the reason why they quit, taking their knowledge, experience and contacts with them. Often, straight to the competition. "People leave managers not companies," write the authors Marcus Buckingham and Curt Coffman. "So much money has been thrown at the challenge of keeping good people – in the form of better pay, better perks and better training – when, in the end, turnover is mostly a manager issue." If you have a turnover problem, look first to your managers and supervisors. Beyond a point, an employee's primary need has less to do with money, and more to do with how he's treated and how valued he feels. Much of this depends directly on the immediate manager.

MOVING?

We all hate moving... With infinite things to remember, like changing your address in dozens of places, it can get tedious! But please remember to update CUSSU if you are moving. If you change positions, go on a temporary assignment, leave of absence, study leave, or if you leave the university permanently, please let us know. Email, telephone, snail mail, or carrier pigeon will work. It is important for CUSSU to be able to keep track of our members' movement in order to protect the positions.



Contributors to this Newsletter

Donna Fasciano, Maria Fasciano, Laurel Leduc, Vidya Khan & Arlene Zimmerman

University Holidays & Closures for 2018-2019

- Mon. May 21, 2018
- Mon. June 25, 2018
- Mon. July 2, 2018
- Mon. Sept. 3, 2018
- Mon. Oct. 8, 2018
- Mon. Dec. 24, 2018
- Mon. Dec. 25, 2018
- Tues. Dec. 26, 2018
- Wed. Dec. 27, 2018
- Thurs. Dec. 28, 2018
- Fri. Dec. 29, 2018
- Mon. Dec. 31, 2018
- Tues. Jan. 1, 2019
- Wed. Jan. 2, 2019
- Fri. Mar. 1, 2019
- Fri. Apr. 19, 2019
- Mon. Apr. 22, 2019



**CUSSU
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NEWS FROM COUNCIL

by Arlene Zimmerman

News from Executive

As a result of the Grievance Officer’s heavy workload, a few of the other Executive members also accompanied members at their meetings in HR with their supervisor.

Mr. Guillaume Forest-Allard, our CSN Representative has been an extraordinary help since he started working with CUSSU.

VP Health and Safety

There have been reports of a foul odor in the Hall building. Unfortunately the odor seems to come and go sporadically making it hard to track down. If you have any leads on the source, please contact us.

Charitable Donations

4 charitable organizations were chosen (Chez Doris, Herstreet, Multi Faith/ Emergency Food Fund and the SPCA and were given \$100 each.



International Women’s Day

Event of March 8th there was a coffee break held in LB and CJ Atriums. This event was well attended and appreciated by members.

there is interesting and informative items added concerning our union.

Nego Project

After our Executive collected, compiled and examined email requests from our membership, the new Nego project (demands)

Operating Budget

Our 2018 Operating Budget was also approved at the AGM on February 26, 2018, in addition to election of Executive and Council members.

Employee Assistance Program (EAP)

The statistics for the last quarter showed that the user rate was up for staff and more people accessed the service for the **Return to Work** category (people who have been away from the workplace for a while). The highest stats were for anxiety and work related stress. Ms. Amy Fish – Ombudsperson for Concordia has joined the Committee as a resource person in 2017.

Upcoming arbitration

- April 23, 2018 – Member dismissed during trial period
- September 28, 2018 – Blackout Periods (2 grievances)
- October 26, 2018 – Salary Insurance
- November 27, 2018 – JEP, Refusal of Unpaid Leave, Closure of Position, Performing work of two positions, Constructive dismissal (5 grievances related to one member and the department)
- March 25, 2019 – Job Re-Evaluation

The Grievance Committee working in tandem with our CSN Representative, Guillaume Forest-Allard, determine the merits of the grievance before moving to arbitration. Arbitration is a very demanding process. Before the hearing there is a vast amount of preparatory work. All facts must be verified and witnesses need to be prepared before they testify before the judge. Arbitration is much like going before the courts.

Members of the Grievance Committee

Laurel Leduc, Donna Fasciano, and Jennifer Muir have been busy this year with the number of current grievances and the impact they have on the member and the members of CUSSU. For 2018 we have filed 8 grievances thus far. We recently withdrew one grievance as it was settled in accordance with the Collective Agreement. There are an additional 37 outstanding grievances from previous years that we are still working on, some of which have been scheduled or arbitration or mediation.

GRIEVANCES TO DATE FOR 2018

2018-01	Article 19 & 20	Letter in employee file
2018-02	Article 39	Temporary employee
2018-03	Article 5 & 19	Non-discrimination—letter in employee file
2018-04	Article 5 & 38	Non-discrimination—Classification & wages
2018-05	Article 15	Job posting
2018-06	Article 3 & 15	Definition of terms—job posting
2018-07	Article 5 & 15	Non-discrimination—job posting CLOSED
2018-08	Article 5 & 19	Letter in employee file



How to Reach Us

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Executive Committee

Members

Donna Fasciano - President
Jennifer Muir - VP General
Laurel Leduc - VP Grievance
Filomena De Gennaro - Secretary
Karl Stamp - VP Health & Safety
Maria Fasciano - VP Information
Vidya Khan - Treasurer
Jennifer Carter -VP Women's Issues



UPCOMING EVENTS

CUSSU SUMMER BBQ

Friday, June 15, 2018



Questions, Complaints, Issues, etc.

If you have any questions, complaints, issues, etc. please send an email to cussu@concordia.ca or leave a voicemail at the Union office at ext. 8644. Please allow a delay of a few days for a response.



News from Members

The CUSSU newsletter is packed with practical advice on various issues of interest to the support staff. We want to give you the opportunity to stay in touch with us, and to tell us what useful information you would like to see on the CUSSU website.

The Executive seeks to support and assist you, our members, by keeping you informed of any new developments in the University. Newsletters are published four times per year.

The newsletter is sent to all members as a benefit of membership. It is also posted on the new website (www.cussu.net). We encourage our members to visit the CUSSU website when each new issue of the newsletter is posted.

Have suggestions or ideas for the newsletter?

Email us at cussu@concordia.ca

