

September 2022
Volume 14, Issue 2

CUSSU-Concordia University Support Staff Newsletter



CUSSU SESUC

September Greetings

As we arrive at the end of September we hope the start of the Fall 2022 term was a success for you! As we continue to adapt our post-pandemic routines, we encourage everyone to take time for themselves and their loved ones. As the days get cooler and shorter, remember to carve out a little time for yourself! Disconnect, enjoy a good book or watch a movie. Although a lot has moved online, it is still important to find time to unplug, as work/life balance is still a challenge for many. Wishing you a good term!

Your CUSSU Executive



Why Mobilization Matters

Mobilization in support of our union enables CUSSU to support our member(ship). Without mobilization actions we can appear weak when dealing with the structurally more powerful employer. It is important to remember that mobilization actions are strategically planned and agreed upon by Executive, Council & the General Assembly, and that these actions only have value if they are carried out by all of our members united.

I am immensely grateful, realizing repeatedly over my career how much I've benefitted from being a member of CUSSU! Being unionized is so important! We've had better deals (salary; working conditions; employment security.) We are more respected by the employer; We work to eliminate injustices; and for solidarity and democracy. I'm also extremely grateful to all the leaders— executive and council members who have sacrificed so much time and energy for all of our benefit! Thank you CUSSU!

By Arlene Zimmerman, long-time CUSSU Council member (and supporter), now retiring from Concordia University.

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Contributors to this issue

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Applying for CUSSU Positions in UNITY revisited...

On September 8th, your union sent information about HR's request regarding applying for CUSSU positions. Following that communiqué, we heard back from some of you that finding the moodle information itself was confusing, so we would like to provide additional context...

First and foremost, you must login using a web browser to [Carrefour](#).

Once logged in, you would choose the [Moodle link](#) from the range of links that are available on the landing page.

Depending on your user profile, you may have several different moodles open, everyone is different! So you are looking for the moodle called: [UNITY Self Service Training](#); this will take you to a log in that will ask you to authenticate again. What's important here, is to make sure to click the button that tells the system to **authenticate using your net name**, don't use the other fields.

After clicking the net name authentication button, it will ask you to confirm your identity using MFA again (however you do this normally.) Then you will be brought to the Self Service Training Modules, and you will see that there are several different walk-throughs about how to do things on UNITY, including how to apply to CUSSU jobs.



Additional UNITY Resources...

For new employees:

<https://www.concordia.ca/hr/dept/payroll/pay-processing-instructions.html>

To Update your personal information:

<https://hub.concordia.ca/carrefour/services/hr/personal-information-update.html>

To Make an Appointment with the CommUNITY Support Centre:

If you require support with UNITY tasks, [you can book an on-line appointment](#) with the new CommUNITY Support Centre. The support agents at the new CommUNITY Support Centre can guide you through your tasks in UNITY's My Time, My Expense Reports and My Purchase Requisition modules. Support is currently available through self-booked appointments using Teams or Zoom. Issues that cannot be resolved during the call will be escalated to HR, finance or IITS experts.

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Use of Family Obligation Time revisited (Article 26.08)

Since this Article was introduced in 2019, with the signing of our 2017-2021 Collective Agreement, CUSSU has fielded quite a few questions about this particular category of time. With the introduction of UNITY, we would like to offer some pointers about when you should claim this leave to avoid any issues with management.

So to begin with, these 14 paid hours are a part of a larger chunk of time, that can be claimed, by law, under the Labour Code of Quebec. In addition to the 14 paid hours, members also have access to unpaid time, without losing their job, depending on the situation that is being claimed (for example, if you need time off to care for a relative that is terminally ill.)

This bigger law, enacted by the government in 2019, stipulated that all workers in Quebec had to be given time to deal with obligations related to family, and there is a long list on the website of different situations where workers are able to take time away from work, either paid or unpaid, when various types of situations arise. To get additional details regarding the list, there is a website: <https://www.cnesst.gouv.qc.ca/en/working-conditions/leave/family-related-leave/family-or-parental-obligations>

For Concordia, because we already have a leave package as a part of our Collective Agreement, that includes not just vacation time, but time for professional appointments, emergencies, bereavement, and more, it was agreed during our contract negotiations, that this new time would be added under the same article, albeit with a new sub-section.

When claiming this time, you must ensure that it is related to “doing” something that is an obligation to your family member. The law’s definition of who is considered a family member is quite broad, but you must be able to confirm that you really needed to take this time off to do the thing that you had to do. The whole point of this article, and the bigger law, is to acknowledge that workers need time to take care of their families. So members you should claim this time when there is an appointment that is directly related to someone that you take care of, and where you are the only caregiver that can fulfill the duty.

If you have questions, or you feel that you have been unjustly denied time under the article by your supervisor, please do not hesitate to reach out to your union!

Remote Work Pilot Project Extended Until May 31, 2023

The university will continue its pilot project allowing remote work until May 31, 2023. If any member wishes to work remotely from June 1, 2022 to May 31, 2023, or is already working a hybrid or remote schedule as of June 1, 2022, for any period during this time, on a recurring basis, you should (if you have not already done so) submit a “Form A, Request to work in a hybrid format during period of transition to May 31, 2023,” <https://hub.concordia.ca/content/dam/hub/services/hr/docs/request-to-work-in-a-hybrid-format-during-period-of-transition.pdf>.^{*} If you submitted this form before, for the period running from June 1, 2021 to May 31, 2022, it is not automatically extended. CUSSU advises all members to have a conversation with their supervisors first about their work preference, but you should also submit the form to your supervisor and cc the union. *This will ensure that you have a valid agreement with your supervisor that remains in effect in the current academic year.* For more information, visit: <https://hub.concordia.ca/carrefour/services/hr/hybrid-guidelines-staff.html>^{*}

**please note that you must be logged in to your carrefour account using your staff net name for these links to work*

September 30th— Day of Truth and Reconciliation

This week marks Truth and Reconciliation week, with special attention to September 30th, a day to reflect and remember our Indigenous Peoples, as well as refocus on what we can do, privately and publically, moving forward.

The Government of Canada prepared the graphic above, with the following explanation regarding its imagery:

Among the various visual elements illustrating Indigenous cultures, the sun (the summer solstice) is at the centre which is at the heart of the festivities. The First Nations, Inuit and Métis, as well as the four elements of nature (earth, water, fire and air), are represented in the image and shown opposite. The whole visual is supported by a multicoloured smoke*, reminding us of Indigenous spirituality but also of the colours of the rainbow - a symbol of inclusion and the diversity of all First Nations, Inuit and Métis communities and their members.

*Smoke is used in different ways by all three Indigenous groups in Canada. Whether it is to smoke fish and meat, to burn sage and tobacco, or for sacred ceremonies or celebrations, it is a significant symbol in Indigenous cultures.

Description of the three icons

- The eagle to represent First Nations
- The narwhal to represent Inuit
- The violin to represent Métis

For more information and access to additional resources, [please go here](#).



CUSSU's Seniority List

As many of you have remarked through emails to your Union, since UNITY's launch, CUSSU members have not had access to our seniority lists, as is provided for under Article 11.05 of our Collective Agreement! As a response to this oversight, we need your help! If you would like to have access to the list (for whatever reason) please email us at cussu@concordia.ca with the word SENIORITY in the subject line. We need to know how many members this issue is effecting,

Calendar

HOW TO REACH US

Address: 2130 Bishop St., Rm MI-303

Tel: 514-848-2424 ext. 8644*

*please note that CUSSU's Executive work various hybrid schedules and that the fastest way to reach them remains email.

President's cell:

438-865-0756

VP Grievance's cell:

438-869-5709

E-mails:

cussu@concordia.ca

cussu.grievances@concordia.ca

Website: www.cussu.net

September

29—[National Support Staff Day in the Educational Sector \(FEESP\)](#)

30—[Day of Truth and Reconciliation](#)

October

3—Quebec Provincial Election

10—Thanksgiving

11—Reading Day (no classes)

November

The whole month of November is [Movember](#)

Have suggestions or ideas
for the newsletter?

Email us at

cussu@concordia.ca



Please check out our
CUSSU website at

www.cussu.net

CUSSU is also on Facebook



Join Us!

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.

If you have a problem and would like your fellow members to help, send your questions, suggestions or comments to cussu@concordia.ca. This email address is protected from spambots. You need JavaScript enabled to view it.

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 cussu.org web page. We encourage our members to visit the CUSSU website when each new issue of the newsletter is posted.

