

The following information is a guide for contact faculty anticipating work offers for the Winter 2023 semester.

**Collective Agreement (CA) Language:**

The following information refers to Article 26.10 of the CA beginning on page 58.

- To be given priority in Partial Load (PL) workload contracts, the faculty must have joined the 2022-23 Partial Load Registry which closed April 30, 2022
- The registry must contain all the courses you taught as part time, sessional or partial load. If the registry list is incomplete, and you have proof of teaching additional course(s) not included on your registry file, you should provide the additional information to the Chair.
- When the college determines it will hire a PL, the Chair (supervisor) must use the PL Registry priority list provided by HR for offering work. The priority list includes the following:
  - Whether you are on the PL Registry
  - Whether you are currently employed as a PL faculty **and/or**
  - Whether you have earned eight (8) service credits in the past four (4) years;
- New to the CA is language that requires the college to ask you how many hours you are agreeing to accept as a PL faculty (above 6 and up to 12); this information is used when assigning work as the faculty with the greatest number of service credits (seniority) must be offered the maximum number of hours requested.
- **Note: For the remainder of the 2022-23 PL Registry (Winter 2023), the college has not created a process to capture your request for maximum hours; therefore, the college will assume you are requesting 12 hours per week for the winter 2023 semester. The 2023-24 PL Registry will include a function allowing you to provide the maximum number of requested hours.**

If you are not in agreement with the workload offering for Winter 2023, contact [your Steward](#), or Liz Mathewson, Local President [lizlocal352@gmail.com](mailto:lizlocal352@gmail.com); or Suzanne Hooke, Vice President [suzannehooke5@gmail.com](mailto:suzannehooke5@gmail.com)

**The union will assist you in the following way:**

- Verify that you have priority on the PL Registry for Winter 2023
- Review with you the list of courses previously taught what are included on the PL Registry
- Review any course code number or name changes to ensure equivalent courses are included
- Support you when connecting with the Chair (supervisor) when seeking clarification as to why you do not have the anticipated work assignment.
- Support and assist you in filing a grievance if it is deemed the college has violated Article 26.10 in assigning your Winter 2023 workload.

If you have questions related to this email or any other concerns regarding the Collective Agreement, please contact [your steward](#), [Liz](#) or [Suzanne](#).

If you have not provided the union with your personal email address, please do so at [liz.local352@gmail.com](mailto:liz.local352@gmail.com)