

**From:** Kelly Train <ktrain@ryerson.ca>

**Sent:** April 2, 2020 11:27 PM

**To:** cupe3904u1@ryerson.ca

**Subject:** Comprehensive List of Important Changes for Unit 1 in Light of the COVID 19 Crisis

Hi Everyone,

Here is a comprehensive list of all of the information and changes I have negotiated on behalf of Unit 1 members in light of the COVID 19 situation, and have been subsequently emailing to all Unit 1 members as I receive responses from the University:

1. **Deadline extension from May 15, 2020 to May 29, 2020 for Currency Reports** for those holding one and two term Part Time Sessional appointments, those holding a one term only Reduced or Full Time Sessional appointment, and those holding a one term Part Time and one term Reduced or Full Sessional appointment. Those holding two term or full academic year Reduced or Full Sessional appointments are required to submit their Currency Report by June 1, 2020 (the deadline negotiated in the collective agreement).
2. **Winter 2020 FCS are not required to be submitted for Unit 1 applications** going forward and the University has agreed to issue a directive to all faculties and departments that Winter 2020 FCS for Unit 1 members are not to be assessed and that **no negative inference is to be drawn from its absence in applications.**
3. The University has agreed to issue a directive to all departments and faculties that any **Peer evaluations for Unit 1 members for Winter 2020 that were not able to occur** in light of the COVID 19 crisis **are deemed to be satisfactory** and a letter is to be written by the chair/program director and placed in the service record file of that member reflecting such satisfaction. This letter is to count as one of the peer assessments required by the Unit 1 collective agreement.
4. **Deadline extension from March 31<sup>st</sup> to April 30<sup>th</sup> for the Unit 1 PERL Professional Expense Reimbursement Lottery Claim Fund for those holding Part Time Sessional appointments in Winter 2020.** The lottery claim forms are required to be submitted, pursuant to the conditions required by our Auditors, the University and the CRA, in hard form and mailed to our office postmarked no later than April 30, 2020. For those holding Reduced or Full Sessional appointments in Winter 2020, the deadline for the Professional Expense Reimbursement Claim Fund (requiring original receipts attached and itemized) remains June 15, 2020 and must be submitted in hard copy by mail to our office or, in the event that the University is open, to be dropped off in hard copy at our offices. Hard copies of the form with itemized original receipts attached are required by our Auditors, the University and the CRA.

I am currently pursuing further clarification from the University regarding intellectual property issues in light of the transition to the virtualization of courses since March 13<sup>th</sup>. As soon as I receive this further clarification, I will be sending this information to all Unit 1 members in a separate email.

I hope that you and your family stay safe and well.

Kelly Train, PhD

Unit 1 Chief Steward

CUPE 3904

[ktrain@ryerson.ca](mailto:ktrain@ryerson.ca)