



COLLEGE FACULTY PERSONNEL SCOLAIRE DES COLLÈGES



January 5, 2022

Work-To-Rule (WTR) for Counsellors

What is work-to-rule (WTR)?

WTR is considered strike action even if there are no picket lines that can be crossed. The purpose of our WTR action is to resolve negotiations without further escalation. The more each of us participates in this stage of action, the less likely we will need to escalate to a full strike.

WTR is designed to have a detrimental impact on administration, not students or other faculty. We are not asking anyone to not do their job; we're simply putting a big spotlight on all the free labour that the College Employer Council (CEC) insists does not exist.

Both our Collective Agreement and governing legislation, the Colleges Collective Bargaining Act, offer protections for all Union members including partial-load and probationary faculty who participate in lawful Union activities such as WTR and work stoppage.

Why should Counsellors be concerned?

The CEC has imposed contract terms by changing the Counsellor class definition, inserting legal language that allows Counsellor work to be assigned to people outside of the bargaining unit, such as Support Staff, administrators, contractors, for-profit companies, etc.

If the CEC is successful in making the changes permanent (e.g. we vote for a shoddy contract), this could continue to erode the number of full-time counsellors at the Colleges. This obviously negatively impacts the livelihood of counsellors, but it also has a negative impact on students and the wider college community.

Primary WTR action for Counsellors:

1. Do not work beyond 35 hours per week. No overtime (except crisis situations for counselling). Do not volunteer to lead additional workshops or works.
2. If there is a problem you have identified, write to your manager and ask what should be done, and by whom.

What other WTR actions can I take?

1. Add a custom signature to your email that states the facts, and your WTR hours. Do not answer emails outside of your work hours. The email signature will manage user expectations. Using the example below, if the email is time-stamped 4:01, the user will know to not expect a reply until the next business day at earliest.

Sample addition to email signature:

The following has been written as an individual faculty member and not as a representative of the college: Librarians have been working without a contract since September 2021. The College Employer Council and college management have chosen to impose terms and conditions of work on Librarians, rather than extend existing terms during bargaining. We have begun a work-to-rule campaign in protest. For more information, visit: collegefaculty.org. I am available to read messages from 8:00am - 12:00pm & 1:00 pm – 4:00 0pm on Monday - Friday only.

2. No committee work. You can remain a member of the committee, but do not attend meetings or do committee work. The only exception is if the meeting is mandated by legislation, such as the Joint Health & Safety Committee (JHSC).
3. No meetings unless attendance is explicitly directed/mandated by your supervisor in writing.
4. No new projects. Do not volunteer for new work. You can refuse work that is not explicitly mandated to you by stating that you would like to take the work but are unfortunately unable to because until WTR ends, it is strike breaking.
5. No delivery of professional development for employees, unless specifically and explicitly assigned to you in writing. All ideas, planning, creation of content, and logistics are voluntary work. If this work is not specifically assigned and is performed by a member, it is considered strike-breaking.
6. No orientation activities unless specifically and explicitly assigned to you in writing.
7. Schedule your 10 days of professional development time. Our Collective Agreement allows for each full-time faculty member to receive 10 days of PD time, 5 of which can be continuous. This can be for any academic activity including research, reading, course renewal, online learning, etc. You are not required to produce any deliverables to the College for your PD. If you have not used your time for this academic year, it is very important you schedule it for a period between now and the end of the academic year. Please send a short email to your supervisor requesting approval in writing for your 10 PD days. I.e. I am requesting my professional development days on XXXX to do XXXX. Please confirm your approval.”
8. Encourage students to contact their College President: <https://www.collegefaculty.org/write-your-college-president/>

I still have questions. Where can I go for help?

Your Local union executive is the best place to ask for help. Algonquin College counsellor and Bargaining Team member Shawn Pentecost is also available to discuss counsellor issues, and can be contacted from your non-college email account at: shawnopseu415@gmail.com.