



Union of TAs and Invigilators

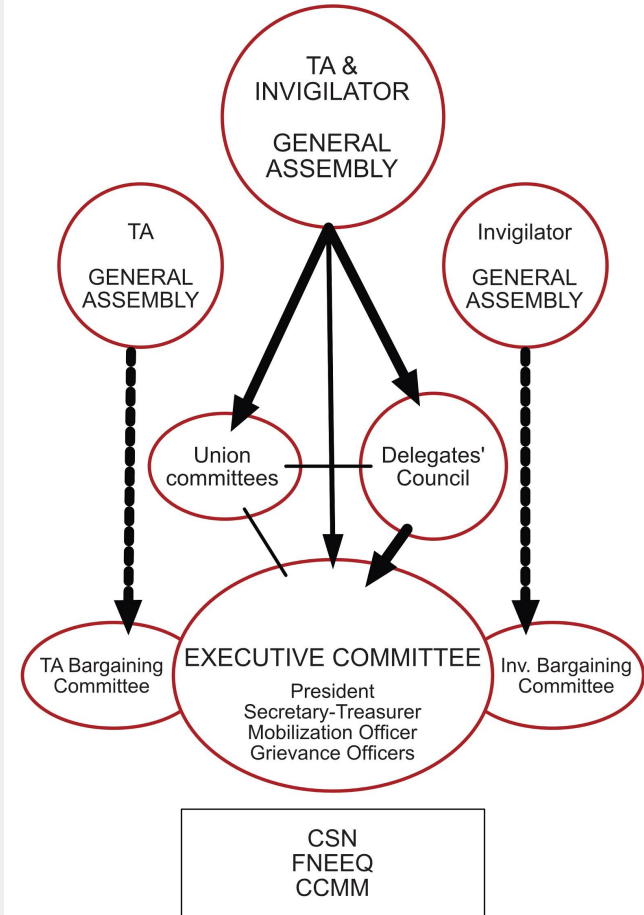
AGSEM, the Teaching Assistant Collective Agreement
and Collective Bargaining

Skillsets New TA Training, Winter 2019

What is AGSEM/AÉEDEM?

Association of Graduate Students Employed at McGill

L'Association des Étudiant-e-s Diplômé-e-s Employé-e-s de McGill





Who is AGSEM?

Executive Committee

President:

Kamal Mahmud; MSc, Aerospace
Engineering

Secretary Treasurer:

Matei Petrescu; PhD, Physics

Mobilization Officer:

Kiersten van Vliet; PhD, Musicology/Gender
and Women's Studies

TA Grievance Officer:

Kedar Mate; PhD, Physical and Occupational
Therapy

Invigilator Grievance Officer:

Teresa Joseph; PhD, Neuroscience

TA Bargaining Chair:

Jessica Rose; PhD, History



Who is AGSEM?

The Delegates' Council

- 1-3 delegates per department
- Usually elected by PGSA but can be appointed as well
- \$100/term honorarium (including summer)
- Tasks:
 - Attend training with Mobilization off.
 - Hold 1 mobilization event in dept.
 - Update PGSA and dept. members on AGSEM activities
 - Assist EC and BC by providing feedback on workplace issues that are specific to your dept.
 - Attend monthly Delegate Councils
 - Review TA tentative hiring lists to ensure that CA is respected
- Chief Delegates (\$750/term)
 - Invigilator CD
 - Mobilization CD
 - Mac Campus CD
 - Delegate Council Chair

Hiring Units without AGSEM Delegates

- Anatomy and Cell Biology
- Art History
- Biochemistry
- Bioengineering
- Biomedical Engineering
- Canadian Studies (MISC)
- Computer Science
- Dentistry
- East Asian Studies
- Economics
- Educational & Counselling Psych.
- Electrical & Computer Engineering
- Faculty of Engineering
- School of Environment
- Environmental Engineering
- Epidemiology, Biostatistics and Occupational Health
- French Language & Literature
- IGSF
- Information Studies
- Integrated Studies in Education
- Office of Interdisciplinary Studies
- Institute for the Study of International Development
- Jewish Studies
- Kinesiology & Physical Ed.
- Medical Physics
- Microbiology & Immunology
- Neuroscience
- School of Nursing
- Pathology
- School of Physical and Occupational Therapy
- Political Science
- Religious Studies
- School of Social Work
- School of Urban Planning
- Quantitative Life Sciences
- **+ All units of Invigilators**

If you or someone in your department is interested in becoming a delegate,
email: [**mobilization@agsem-aedem.ca**](mailto:mobilization@agsem-aedem.ca)



Who is AGSEM?

Committees

- \$100-250 per term
 - Set your own tasks and schedule
- all skills are needed, all work is enough!
 - Mobilization Committee
 - Audit Committee
 - Constitution Committee
 - External Affairs Committee
 - Equity Committee
 - Mutual Aid Fund Committee
- 



Who is AGSEM?

You are.

(If you have worked as a TA or
an Invigilator within the past
12 months)


Winter General Assemblies:

Wednesday, February 13, 2019,
6:00-9:00pm, ARTS-215

Wednesday, March 13, 2019,
6:00-9:00pm, ARTS-215

Next Delegates' Council:

Monday, February 11, 2019
6:00-8:00pm, Rutherford 103



What is Collective Bargaining
and how does it affect you?

Important Rights and Responsibilities in the TA Collective Agreement

- Wage: \$29.33/hour, 4% vacation pay
- Workload Form
 - You must be paid for all hours worked
 - You must fill this out with your professor and negotiate the estimation of hours
 - Pay attention to things like attending lectures, training, answering emails, and preparation - these are all paid tasks!
 - You may review previous WF
- Fair hiring
 - Based on qualifications and priority, not personal characteristics or favoritism
 - Standard application form - no supervisor signature, CV, or interviews
- Protections from harassment, discrimination, and sexual violence
- Unpaid leave and extension of priority
 - Long-term: Maternity, Parental, Medical, Research
 - Short-term: comp exams, thesis defense, academic conferences, bereavement

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Important Rights and Responsibilities in the TA Collective Agreement


The Priority Pool

- PhD5 (or above with extension)
 - End of priority for those who start at PhD2
- PhD4
 - End of priority for those who start at PhD1 or those who TA during a Master's at McGill prior to starting PhD
- PhD3
- PhD2
- Master's 2 (MA2, MSc2, etc.)
- PhD1
- MA1


What is a TA?


Developing Teaching Skills, Protecting Rights, and Surviving Grad School

- Training resources
 - SKILLSETS
 - Teaching and Learning Services
 - Writing Centre
 - Library
- AGSEM events
 - Grade-a-thons
 - Invigilator tabling
 - Departmental orientations and workshops
- Mutual Aid Fund and CSN-FNEEQ resources
 - Equity and diversity initiatives
 - Legal support
 - Professional support
 - Other needs? Childcare, healthcare, immigration concerns? Let us know!
- Other teaching and academic staff unions
 - MCLIU: Course Lecturers
 - AMURE: Research Assistants/Associates
 - AMUSE: Casual/temporary staff

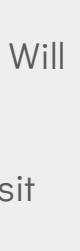


Questions to ask your instructor when you start your TA position

- What should I do if I go over the time estimated on the Workload Form?
 - If you and the professor agree that more TA hours are needed, ask the department chair and cc AGSEM.
 - What is my deadline for returning assignments?
 - Do I have all the materials/permissions that I need?
 - myCourses access, after-hours building access, print cards, desk copies of all materials, printed list of section enrolment, permission to pick up exams
 - What are your grading standards?
 - TIP: grade the first 10 assignments together and then trade to see if you reach the same conclusion.
 - What should I do if a student is struggling/ has a complaint about a grade/ needs extra help?
 - In most cases, you should send the student to the instructor - it gives them the help they need and protects you. BUT tailoring your teaching skills to different learners is part of becoming a better teacher. Ask your professor for strategies that they use with the material presented in your course.
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Questions to ask your instructor - use the Workload Form


- Can you give me a grading rubric?
 - If there is no rubric ready, ask to develop one together
 - How should I structure conferences/ labs/ tutorials?
 - Ask your instructor to attend one of your sections and give you feedback. Attend one of theirs. If they are not available to do so, attend another TA's section. Give each other feedback.
 - Ask them to provide questions or lesson plans for your first conference/lab/section
 - What questions will be on the exam?
 - Ask them to spend 10 minutes helping you develop a review session so you have a better idea of their expectations and learning goals for the course.
 - How can I prepare to help students in office hours?
 - Does the professor want you to review students' drafts? Will you be responsible for giving advice on how to write a paper or complete a project?
 - If they have busy office hours before a due date, ask to sit in and observe how the professor guides students.
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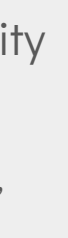
The TA Bargaining Committee

Chair: Jessica Rose, PhD, History
Farid Attar, PhD, Islamic Studies
Jean-Philip Mathieu, PhD, History

- Bargaining timeline
 - June 2018: CA expires
 - September 2018: negotiations begin, are expected to take about a year
 - Fall and Winter GAs: bargaining updates and adjustment of mandates and strategies
 - Special Assembly: called by the BC any time there is a major development, a tentative agreement, or an impasse
 - Issues
 - Fair workload and adequate TA resources
 - Training and high standards
 - Funding equity
 - Fair hiring practices and priority
 - Protections from discrimination and harassment, including sexual violence, disability
 - Means to address issues faced by international students, parents, queer students
 - Support for mental health, survivor-centred trauma response, and healthcare
 - Competitive wages
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Important Rights and Responsibilities in the Invigilator Collective Agreement

- Wage: \$13.25/hour, 4% vacation pay
 - +50% overtime for above 40-hour/week
 - Meals and Breaks
 - 30-minute break without pay if working two consecutive shifts
 - 15-minute break with pay if working four consecutive hours within a single shift
 - Fair hiring
 - Based on priority, not personal characteristics or favoritism
 - Standard application form - no supervisor signature, CV, or interviews
 - Paid Training
 - Protections from harassment, discrimination, and sexual violence
 - Unpaid leave and extension of priority
 - Long-term: Maternity, Parental, Medical, Research
 - Short-term: comp exams, thesis defense, academic conferences, bereavement
- 



Find out more

AGSEM website: www.agsem.ca

Website, CA, Constitution are all available
in French

AGSEM office: 515 Avenue des Pins, 2nd Floor

AGSEM phone: 514-398-2582

General contact: mail@agsem-aedem.ca

For TA bargaining, Mutual Aid, or questions about
the CA: Jessica Rose, TA Bargaining Chair,
bargainingchairTA@agsem-aedem.ca

For questions about events, finding your delegate,
or becoming a delegate: Kiersten van Vliet,
Mobilization Officer,
mobilization@agsem-aedem.ca

For grievances or problems: Kedar Mate, TA
Grievance Officer,
grievance.1@agsem-aedem.ca
Or Teresa Joseph, Invigilator Grievance Officer,
grievance.2@agsem-aedem.ca

For questions about AGSEM at Mac Campus,
Christie Lovat, Mac Chief Delegate,
christie.lovat@gmail.com

