

## CUPE 3906 Benefits

As a unionized post doc, you are eligible for many benefits under the Collective Agreement.

These include:

- \$1000 per year of dental insurance, with the ability to add family coverage
- Post Doctoral Support Fund to address areas of financial need, administered by the School of Graduate Studies
- Sun Life Extended Health Coverage

For more information and full details, please consult:

<http://cupe3906.org/benefits-forms/unit-3-benefits>



## Unit 3 (Post Doctoral Fellows) Know Your Rights

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# CUPE Unit 3: Post Doctoral Fellows

## Introduction

Your union negotiates a new Collective Agreement every few years. Your current agreement expires on August 31, 2016. As a post doctoral fellow and a member of CUPE 3906, you are covered by this Collective Agreement, which lays out the terms and conditions of your employment at McMaster. Although CUPE is best known for providing increases to wages and a variety of benefits (dental plan, extended health care coverage, Post-Doctoral Support Fund), your collective agreement also provides you with a variety of rights, including job security provisions, sick leave, parental leave, access to office space and many others.

In this pamphlet we have laid out quite a few of the rights that you have, what they mean, and how you can access them. We strongly encourage you to read the Collective Agreement for a complete understanding of your rights, as what is listed below is a quick summary. You can find a copy of the collective agreement here: <http://cupe3906.org/wp-content/uploads/2010/01/PDF-Agreement-2011-2016-final-sent-to-printing.pdf>

## Hours of Work (Article 15)

A normal work week for Post Doctoral Fellows is 35 hours per week. As your work is research and scholarship based, there is flexibility in the work week, but you cannot be required to work more than 60 hours in a week, nor can you be required to work more than 176 hours over two consecutive bi-weekly pay periods. If you work more than 176 hours over two consecutive bi-weekly pay periods, you are entitled to compensating time off, calculated at 1.5 hours time off for each hour work over 176. You should be completing weekly time cards and submitting them to your departmental administrator, especially if you are working more than 35 hours per week. If you have questions or concerns, please contact one of the Local's Staff at [staff@cupe3906.org](mailto:staff@cupe3906.org)



## Vacation Time (Article 20)

As a post-doctoral fellow, you are entitled to annual vacation time. Post docs who have been employed for less than one year are entitled to the pro-rated equivalent of 15 days (ie/ 7.5 days for a six month appointment) and post docs employed for more than one year but less than two years are entitled to 15 vacation days.



Post docs employed for two or more years are entitled to 20 vacation days. Your salary already includes the compensation for these vacation days.

## Sick Leave (Article 21)

Post-doctoral fellows are entitled to 10 paid sick days per year (pro-rated for those working less than one year). You will need to notify your supervisor at the earliest convenience, and your supervisor may request a doctor's note for sick leaves that are longer than 5 consecutive days. **Other Leaves (Article 22)**

## Bereavement Leave

In the event of the death of an immediate family member, post docs are entitled to 5 paid days off. If the funeral occurs more than 200 km away, you are entitled to an additional two days off.

## Pregnancy and Parental Leave

Post docs who become pregnant and have been employed for at least 13 weeks are entitled to an unpaid leave up to 17 weeks: 6 weeks if you are not eligible for leave under the *Employment Standards Act*, and 17 weeks if you are eligible for leave under the *Employment Standards Act*. Leave under the *Employment Standards Act* is paid through employment insurance.

Post docs who have been employed for at least 13 weeks are entitled to an unpaid parental leave of 35 weeks (if you also took pregnancy leave) or 37 weeks if you did not take pregnancy leave.

## Training (Article 23)

Post docs are also eligible for training, at no cost, that is offered through McMaster Institute for Innovation & Excellence in Teaching & Learning (MIETL). This training should not interfere with your regular employment responsibilities.