



June 1, 2023

Dan Bradshaw  
Assistant Vice-President, Labour Relations  
Room 276E York Lanes  
York University  
4700 Keele St, Toronto, ON M3J 1P3

**RE : NOTICE TO BARGAIN - Canadian Union Of Public Employee, Local 3903 and York University**

Please be advised that CUPE 3903, in accordance with the *Labour Relations Act* and the Collective Agreements of Units 1, 2 and 3, do hereby serve notice within the 90-day statutory period to commence bargaining.

CUPE 3903 in preparation for negotiating the renewal of the existing Collective Agreement, in good faith requests the disclosure of the following items:

- Copies of all Employer Policies;
- Copies of the master insurance policies for all employee benefit plans and information about the equivalent premium per member;
- A full members list, with emails, addresses and phone numbers as per CA article 22;
- Total monetary value of the Collective Agreements for the past 10 years;
- The Master Contract, including updated amendments for all benefits;
- Full financial statements of the University for the last 3 years including projections for the coming 3 years and an accounting of all funds;
- All financial reports or audited statements of the benefit plan for the last 3 years;
- Identification of any initiatives currently undertaken or to be undertaken, which will impact bargaining unit members. This includes, but is not limited to layoffs, divestment, disposition of property and facilities, acquisitions, and relocation of staff to other facilities, and opening satellite campuses;
- Breakdown on the number of bargaining unit employees participating in the York University Pension Plan and the number of those eligible;
- An updated conversion list that outlines the number of members recommended for conversion, the number converted, and how long each converted member was in the pool before receiving conversion;
- A list of members who applied for conversion since 2000, with how long they were in the conversion pool at the time of application;
- Detailed report on the employer's methodology of implementing employment equity requirements under FCP and CA including LSTA and conversion hiring processes;
- Equity breakdown (from the self-ID employment equity surveys) of Conversion and LST appointments since the implementation of the self-ID employment equity surveys;

- Detailed report on the number of complaints of sexual harassment, gender based harassment, racism and/or ethnic harassment including the number of complaints made by members for the last 3 years, the nature of the complaint, date, location and incident summary;
- Findings of the Internal Self-Identification Representation Data for the last 3 years correlated with employment-related information, including number of positions held, position type, and salary range (in dollar amounts);
- Internal Self-identification Representation Data broken down by department and faculty for the most recent consecutive three contract years;
- Detailed report on Ticketed Course Directorships including the number of applicants, the number of appointees who self-identify as a member of one or more equity groups, and representation data for each employment equity group for the last 3 years;
- Detailed report on appointments made as per equity guidelines in Unit 2 CA Article 12.04.1(ii) and remedies made under the LOU on Priority for Indigenous or Racialized Candidates;
- Detailed report on the number of requests made in the last 3 years for religious accommodations, family status accommodations, and medical/disability accommodation broken down by bargaining unit;
- Breakdown of 2020-23 CSSP appointments by type (e.g. CD, online course, practicum, lab, studio, practicum, Tutorial, etc.) and by faculty and department;
- CSSP Guarantee (Payout) round for 2020-2023;
- Existing and proposed academic planning documents;
- Costing breakdown by unit for the Group Dental Plan, Group Drug Plan, and Group Vision Care Plan, and Paramedical Services for the previous three years;
- Costing breakdown for Post-Retirement Benefits for the previous three years and the amounts remaining in the fund.
- A list of all employees currently enrolled in the Sunlife/York University Health Benefits Plan and total number of dependents registered;
- A list of all employees currently enrolled in the Sunlife/York University Post-Retirement Benefits Plan and total number of dependents registered;
- Volume and distribution report since 2020 for each year categorized by department;
- Number of Unit 1 “tickets” since 2020 for each year categorized by department;
- Number of Unit 1 Masters students doing a Tutor 1 appointment since 2020 for each year categorized by department;
- A list of Graduate Assistant assignments for the previous 3 years;
- A report of all applications to the Graduate Assistant Training Fund, all GA postings and all distributions from the GAT Fund
- FGS’ total financial contribution to each Unit 3 member
- A list of Undergraduate Unit 2 assignments by department for 2020-2023;
- A list of Research Assistant assignments including job description for the previous 3 years;
- Number of Type 2 appointments in Unit 2 since Sept. 1, 2020 for each contract year categorized by department



- Number of YUFA retirees teaching in CUPE unit 2 since 2020 for each contract year categorized by department;
- Breakdown of Unit 2 membership – number of members who have less than 5 years, 5 years but less than 10 years, 10 years but less than 20 years, and 20 years+. In addition please provide calculations for the average amount of teaching that is done by each category;
- York University enrollment data (undergraduate) by faculty since 2020;
- Financial reports from all employer adjudicated and co-adjudicated funds, including where applicable the number of applications accepted and rejected per year since 2020, including the following funds: Books/Supplies Fund, Graduate Student Bursary Fund, Masters Bursary Fund, PhD Completion Fund, Thesis Allowance, UHIP Fund, Professional Expense Reimbursement Fund, Tuition Reimbursement, Tuition Waiver, Kilometrage Allowance, Conference Travel Fund, Research Costs Fund, Teaching Development Fund, Research Leave, Research Grants Fund, and Travel Costs Fund.

Please confirm when you will be providing this information.

Note: The Union reserves the right to seek further information as needed to facilitate this round of bargaining. Please contact the Union to arrange mutually agreeable dates for negotiations once the above information has been supplied.

Sincerely,

Stephanie Latella  
Chairperson, CUPE 3903