



Dear fellow Contract Faculty,

Should Mediation Fail . . .

STRIKE DATE: Monday November 21, 12:01 a.m.

WLUFA Strike Work and Pay Guideline

One of the things that keeps employees in our situation up at night is not knowing what happens to them if a strike or lock-out happens. This FAQ should help to alleviate some of your anxieties, as well as prepare you for the steps you will have to take should a job action occur as a result of a failed negotiations process.

Before Job Action Begins:

1. Complete the “Job-action Duties Questionnaire” that will be sent to you in the coming days. Having all members complete this questionnaire means that everyone will know their role if job action occurs and that strike pay will be ready for you.
2. Provide WLUFA with an alternate email address. The employer may decide to bar access for members to their WLU accounts and email communications are crucial during job action.
3. Remove any belongings from campus that you will need or that you do not wish to leave behind in case of a labour disruption.
4. Reply to the “Picket Line Pass” email, if applicable. This will ensure that WLUFA will arrange protocol language that will allow for certain qualified members to have access to campus, even during a labour disruption.
5. Check your email regularly – you will be informed if negotiations are approaching an impasse and if job-action or labour disruption seems imminent.

When Job Action Begins:

1. Notice that a strike or lock-out is about to occur will be posted on the [WLUFA website](#) **AND** circulated to all WLU email accounts and alternative email addresses (if they have been supplied). Clear instructions will be included.

2. Members will be contacted via email re: strike duties, duty schedule, location for check-in, relevant contact person (depending on duties assigned), locations for restroom, first-aid, etc. (for picket duty), picket protocol, where and when to collect strike pay, etc.
3. You are required to participate in strike-related duties in order to collect strike pay (see chart below). You should have already indicated your level of involvement and percentage of weekly pay by completing the “Job-action Duties Questionnaire” by the time that job action occurs (see above). If job action is beginning and you have not yet signed-up for duties, do so immediately by contacting Kimberly Ellis-Hale (kimberly@ellis-hale.com).

Picketing (or alternative) Duties		
Hours per Week	% of Pay	Weekly Pay*
15	100	\$1200
12	80	\$960
9	60	\$720
6	40	\$480
3	20	\$240
*There are NO deductions from strike pay.		

During a Strike or Lock-out:

1. Withhold all duties you have as a Contract Faculty member. These duties include, but are not limited to:
 - teaching in-person on campus, remotely and/or online
 - teaching asynchronously online
 - preparing lecture, discussion, reading or other class material
 - preparing or grading assignments and/or assessments
 - undertaking academic misconduct investigations or responding to emails from students or administrators about academic misconduct investigations and processes
 - **preparing, submitting, proctoring or marking exams**
 - student meetings of any kind
 - reading or replying student emails, MyLS messages, discussion board posts, etc.
 - reading or replying to emails from your Chair
 - reading or replying to any work-related emails
 - listening to or replying to student, Chair and other work-related phone calls
 - writing letters of reference
 - uploading grades to MyLS or otherwise sharing grades with students, your Chair, your department or the university in general
 - posting content on MyLS
 - facilitating accommodations

- helping your Chair or colleagues cope or manage your withdrawal of labour by answering questions, sharing information, etc.
- attending the meetings of committees and other bodies you serve on as CTF
- syllabus and/or course prep for Winter 2023 (including the ordering of textbooks)

There may be some minor exceptions to this. Members who are employed in any capacity beyond “Contract Faculty” (for example, as “staff”) are obliged to carry out those duties as per the relevant collective agreement or contract.

2. Participate in your assigned strike duties, as scheduled. Make sure that a designated team leader or captain has signed you in and out of duty-time (this ensures that you will receive your strike pay accurately and on time).
3. If you are unable to participate in your assigned strike duties on a given day or time due to extenuating circumstances, this must be submitted in writing to, and approved by, the Strike Action Committee. Submit your requests to: Kimberly Ellis-Hale (kimberly@ellis-hale.com)
4. Follow the guidelines for a safe and respectful job action (distributed via email at the beginning of the labour disruption).
5. If necessary, alert your personal financial institutions and creditors to the fact that you are in a labour dispute. Make alternative payment schedules, if needed and if possible.
6. In case of personal hardship brought about by the strike, please contact Terry Poirier, WLUFA Executive Director, (tepoirier@wlu.ca) about possible assistance.
7. Answer blast surveys as sent by the Negotiating Team – this information helps to move them closer to a negotiated agreement.
8. Attend bargaining or ratification meetings, as necessary. Have your say in accepting or rejecting a tentative agreement.

After Labour Disruption Ends:

1. The terms of the “return to work”, which includes all academic and financial matters, are negotiated between the bargaining Parties at the end of a labour disruption.
2. The terms of the “return to work”, in the form of a Return to Work Protocol, will be sent to all members via email.
3. Abide by the Return to Work Protocol.
4. If any terms of the Return to Work Protocol pose particular problems or hardships, please contact Terry Poirier, WLUFA Executive Director, (tepoirier@wlu.ca) and WLUFA will act as an intermediary in finding a reasonable solution.

How can I stay informed and get involved? You can check the [WLUFA website](#) and follow your Action Committee on Twitter (@PrecariousWLU).

Who should I contact if I have additional questions? If you have additional questions, please contact Kimberly Ellis-Hale (kimberly@ellis-hale.com).

Action Committee

Kimberly Ellis-Hale, Chair
Elin Edwards

Brent Hagerman
Michele Kramer
Karen Lohead
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