

YOUR RIGHTS Under The Collective Agreement

DCFA Elected Officers

Working Conditions

- **Contract Faculty are full members of the Douglas College Faculty Association (DCFA)** and are covered by the same Collective Agreement as Regular Faculty.
- **Contract Faculty** are non-regular faculty members and **are paid at a fixed rate** for each course taught.
- **Programmers, Instructors in Student Affairs and Services and in Learning Resources (including Instructors in Counselling, Library, Accessibility Services, and the Learning Centre) are faculty members**, whether or not they teach specific courses.
- **Contract faculty may also serve as substitute instructors**, paid on an hourly basis.

Job Security and Regularization

- **Seniority** is calculated on the basis of 8 three-credit sections of work being equivalent to one year of full-time employment (FTE).
- Upon completing 8 sections of work (1.0 FTE) Contract Faculty have “**Right of First Refusal (ROFR)**” for future available contract work. Contract work is offered to Contract Faculty with ROFR before being offered to Contract Faculty with less seniority (subject to QTT requirements).
- Upon completion of two years of FTE service, Contract Faculty can apply for a **Regular Status** interview, and if successful, the member will be offered a regular position when sufficient work is available.
- **All seniority is lost** if a Contract Faculty member refuses all offered work two semesters in a row. Seniority is also lost if there is a period of 2 years with no contract work assigned.

Benefits

- **Benefits are available to Contract Faculty** who have at least 25% workload. BC Medical Services Plan, Extended Health Benefits, Dental Plan, and Group Life coverage are available upon application when contracts are signed. **Full benefits are provided but premiums are pro-rated depending on workload.** To bridge between semesters, **benefits can be extended beyond the period of a contract** for a period of 30 days to a maximum of 130 days. The extended benefit coverage must be paid in advance by the instructor unless the instructor has signed contract work for the next semester. If a new contract is signed, pro-rated premiums will be deducted from the pay for the first pay period of the new contract.
- **Contract Faculty are allowed 2 paid sick days each semester** if they have 25% (see above bullet 1)
- **Contract Faculty are entitled to join the College Pension Plan.**
- **Contract Faculty have access to PD funds.** The fund amount is up to \$600 per year. Contact your Chair or Coordinator for details.
- **Contract Faculty are eligible for Maternity, Parental and Adoption Leaves.** Some benefits, and payments in addition to Employment Insurance benefits may also be available. These leaves count as College service for the purpose of seniority, so it is important to apply for these benefits to accrue seniority during the leave.

Evaluation

- **Contract Faculty may be evaluated in each course they teach.** Evaluations may include student, peer, self, and administrative evaluations. If an evaluation is unsuccessful, constructive feedback will be provided.
- **If there are two successive unsuccessful evaluations**, no further contracts will be offered.
- **If an instructor is not evaluated**, it is treated as if a successful evaluation was completed.

- **President** – Sam Schechter – 5537
dcfa.sam.schechter@gmail.com
- **VP Stewardship** – Kim Trainor – 5282
778-792-0609
dcfa.kim.trainor@gmail.com
- **VP Negotiations** – Devin Shaw
778-789-1319
dcfa.devin.shaw@gmail.com
- **Member-at-Large** – Ralph Ferens
dcfamemberatlarge@gmail.com
- **Secretary-Treasurer** – Jennifer Kirkey
dcfasesctres@gmail.com
- **Ombudsperson** – Vacant

DCFA Office Locations

Coquitlam Campus – **Room B3142 - 604-777-6120**
New Westminster Campus - **Room N2320**
Administrative Officer - 604-527-5166

DCFA Website

The DCFA website has links to the Collective Agreement, meeting schedules, contact information for DCFA Executive Council Representatives and Contract Committee Area Stewards, bargaining bulletins, and other member information.

Website address: www.dcfa.ca

Your Collective Agreement

Your working conditions, job security, benefits, evaluation, and responsibilities have been negotiated, and are contained in a **Collective Agreement agreed to by the College and the DCFA.**

You can access the Collective Agreement on the **DCFA website (www.dcfa.ca)**, or through DC Connect - Human Resources.

You can get a printed paper copy of the Collective Agreement at the DCFA office (room N2320 New Westminster Campus), or email Anne Swinton, Administrative Officer at dcfa@douglascollege.ca and she will send one via inter-campus mail.

Your Executive Council Representatives

Each Faculty area has a DCFA Executive Council (EC) representative. Your EC representative will be able to advise you on DCFA issues, and will take your concerns or initiatives to Executive Council. The Executive Council (EC) representatives and their local phone numbers* are:

Applied Community Studies

Tricia Rachfall — 6237
rachfallt@douglascollege.ca

Alt: Davi Bachra — 5126
bachrad@douglascollege.ca

Commerce and Business Administration

Matthew Larson — 236-428-4710
larsonm1@douglascollege.ca

Alt: Rupa Manabala — 236-428-4708
manabalas@douglascollege.ca

Health Sciences

Peggy Wyatt — 6472
wyattp@douglascollege.ca

Alt: Denise Cacchioni — 6530
cacchionid@douglascollege.ca

Humanities and Social Sciences

Raquel Chapdelaine — 6350
chapelainer@douglascollege.ca

Alt: Vacant

Language, Literature & Performing Arts

Vacant

Alt: Eve Preus — 236-428-4766
everebekahpreus@gmail.com

Science & Technology

Shelley Weisser — 6199
shelleyweisser@gmail.com

Alt: Vacant

Student Affairs and Services

Fatima Samreen — 5143
samreens@douglascollege.ca

Alt: Andria Wrench — 5145
wrencha@douglascollege.ca

Non-Regular Faculty Representative

June Madison — 5482
madisonj@douglascollege.ca

Your Area Stewards

Each Faculty area has an Area Steward on the DCFA Contract Committee. Your Area Steward can provide assistance with working conditions issues or help you with interactions with management. The Area Stewards and their local phone numbers are:

Applied Community Studies

Cathy Curiel — 5590
curielc@douglascollege.ca

Alt: Vacant

Commerce & Business Administration

Simon Parker — 6610
parkers1@douglascollege.ca

Alt: Rosilyn Teng — 5873
tengr1@douglascollege.ca

Health Sciences

Pamela Piddocke — 6409
piddockep@douglascollege.ca

Alt: Vacant

Humanities and Social Sciences

Darcy Cutler — 5328
cutlerd@douglascollege.ca

Alt: Jill Fellows — 5210
fellowsj@douglascollege.ca

Language, Literature & Performing Arts

Vacant

Alt: Chris-Anne Stumpf — 5578
stumpfc@douglascollege.ca

Science & Technology

Vacant

Alt: Peter Sinclair — 5499
sinclairp@douglascollege.ca

Student Affairs and Services

Alison Parry — 6182
parrya@douglascollege.ca

Alt: Trevor Smith — 5259
smitht@douglascollege.ca

If your Area Steward or Alternate is unavailable, please contact the VP Stewardship at 604-527-5282:
Fall 2023: Darin Nesbitt

nesbittd@douglascollege.ca

2024-2025: Kim Trainor

dcfa.kim.trainor@douglascollege.ca

KNOW YOUR RIGHTS

A Guide for Contract Faculty

2023/2024

- Working Conditions
- Job Security and Regularization
- Benefits
- Evaluation
- Your Area Steward
- Your Executive Council Rep.
- Your Elected DCFA Officers

DCFA
DOUGLAS COLLEGE
FACULTY ASSOCIATION

*Local numbers starting with 5 (e.g. 5778) can be accessed from off campus using 604-527 + Local # (e.g. 604-527-5778)
Local numbers starting with 6 (e.g. 6578) can be accessed from off campus using 604-777 + Local # (e.g. 604-777-5778).