

**OPSEU Local 560**  
**Your Seneca College**  
**Faculty Union**

Nov 16, 2011

Contact your union at:  
**[union@opseu560.org](mailto:union@opseu560.org)**  
or  
**416-495-1599**



**Teaching Faculty:**

Use the Local's  
**Instant SWF Check**  
**<http://opseu560.org/swf.htm>**  
to reveal the impact of any  
changes in student numbers.

# THE LOCAL

# EXPRESS

## Oh, Oh, Overtime!

**The Collective Agreement allows for overtime for teaching faculty.** Overtime can't be more than **one** teaching contact hour (TCH) per week over the maximum of **18** (20 for non-post-secondary programs) or **three** total workload hours over the maximum of **44**. Overtime is voluntary. You can refuse overtime for any good reason. For example, being an older worker, having outside responsibilities, or believing that you couldn't handle more work are all valid reasons for refusing overtime.

**Counsellors and Librarians cannot be assigned overtime.** Their assignment is **35** hours in any week. The Collective Agreement does not contemplate overtime for Counsellors and Librarians. Sometimes, Counsellors or Librarians find themselves over the 35-hour limit, due to unusual circumstances. In practice, their workloads for following weeks will be reduced, to compensate for the extra hours worked. A fair way to do this is to have a reduction that is greater than the number of hours worked beyond the 35-hour limit — since overtime is normally compensated at a much higher rate than the normal hourly rate (**0.1%** of annual regular salary).

If you are a teacher and have questions or concerns about overtime demands, arrangements, or payment, please contact the union office.

If you are a Counsellor or Librarian, remember that you cannot be asked to do overtime. If, however, your schedule happens to take you over the 35-hour limit in any week, make sure that you get a fair reduction of hours in other weeks, to compensate. Feel free to contact the local for assistance in making any such arrangements.

## Did you know?

While your SWF might indicate a class size of 30, after registration is completed, you may discover you have 35 students. Increased class sizes could put you into overtime. Make sure the student numbers on your SWF are accurate. Contact the Union for advice on dealing with any such changes in your workload.