

## UTSC Residence Advisors Unit

## Contract 2025-2027



# TENTATIVE AGREEMENT HIGHLIGHTS

## UTSC Residence Advisors First Contract

### A First Contract for UTSC Residence Advisors

#### **PRESIDENT'S MESSAGE**

Dear Colleagues,

Earlier this year, Residence Advisors (RA), Community Advisors (CA) and Living Learning Advisors (LLA) at UTSC voted in favour of joining the United Steelworkers (USW). I am excited to announce that after membership consultation, preparation of proposals and bargaining with the University, a tentative agreement with the administration has been reached. Your USW team is unanimously recommending that you vote yes to ratify the tentative agreement that provides for a contract that starts on the day of ratification and ends on December 31, 2027.

The tentative agreement includes compensation increases, improvements to job security, and other contract language to bring your rights in line with your fellow Dons and RAs on the St. George and UTM campuses.

The success achieved in the first round of bargaining for UTSC Residence Advisors was,

in large part, the result of the hard work put in by your negotiating team of Raveesha Kothari, Kapalaula Mwenya, Nathan Singh, Claire Stobo, and Colleen Burke (USW Staff Representative). Thanks are also due to Jude Demyati and Jaren Belobrajdic who served on the committee over the summer but had to step down in August.

Membership engagement with the bargaining team was strong. The union solidarity demonstrated by the Unit's members created strength that contributed significantly to our collective success.

**Your negotiating team is unanimously recommending ratification of the tentative agreement.**

In Solidarity,

A handwritten signature in black ink that reads "John Ankenman".

John Ankenman, USW Local 1998 President



## YOUR USW LOCAL 1998 BARGAINING COMMITTEE



From left to right: Claire Stobo, Raveesha Kothari, Colleen Burke (USW Staff Representative), Kapalaula Mwenya, John Ankenman (Local 1998 President), Nathan Singh

IMPORTANT NOTE: Where the term “Residence Advisors” is used throughout the highlights document and the tentative agreement minutes of settlement (MOS), it is agreed that it also refers to “Community Advisors” and “Living Learning Advisors”, unless otherwise indicated.

HIGHLIGHTS OF THE AGREEMENT

- Compensation for August training
- More flexibility in meal plan choices and a bigger meal plan subsidy for RAs in Harmony
- Increase in meal stipends for RAs in South
- A new compensation system for your room to stop the problem of \$0 paycheques
- Better compensation for working winter break
- Hiring preference for returning RAs
- Increase in compensation for CAs and LLAs – paid monthly in real dollars, rather than Tbucks at the end of the year
- More rights and protection in discipline situations
- All Residence Advisors, Community Advisors and Living Learning Advisors are in the union

COMPENSATION

IMPORTANT TO NOTE: Some changes to compensation are effective on ratification, others will begin in August 2026 on a go-forward basis. See below for details.

CURRENT	IF THE TENTATIVE AGREEMENT IS RATIFIED
<p>Housing</p> <p>“Free” room as a taxable benefit. The taxes are taken off your pay at other U of T jobs or owed to the government in the spring.</p> <p>Room is taxed at 75% of the room value.</p>	<p>Housing – Effective August 10, 2026</p> <p>RAs will still receive housing, but it will be structured differently. RAs will be paid a stipend in equal monthly installments that add up to the equivalent of 50% of the cost of their room (less applicable deductions). The stipend is pro-rated for winter break or any partial month of employment. The University will deduct 50% of the cost of the room from your pay cheques.</p> <p>The taxable value of the room is reduced to 50% to save you money.</p> <p>See below for more detail on how this works and helps solve the current tax problem.</p>

# HIGHLIGHTS

TERMS OF THE AGREEMENT  
December 18, 2025 - December 31, 2027

CURRENT	IF THE TENTATIVE AGREEMENT IS RATIFIED
<p>Harmony Meal Plans</p> <p>Mandatory 7 day a week meal plan</p> <p>UTSC pays 50% of the cost</p> <p>You must pay the meal plan fee up front in August</p>	<p>Harmony Meal Plans – Effective August 10, 2026</p> <p>RAs can select <b>any</b> UTSC meal plan that can be used at Harmony (RAs must purchase a meal plan for both semesters)</p> <p>UTSC will pay RAs 65% of the fee for the <b>highest level meal plan</b> as a monthly stipend (less applicable deductions), pro-rated for winter break or any partial month of employment. Your stipend is based on the highest level meal plan, but you pay for the fees for whichever meal plan you choose.</p> <p>RAs can choose to pay for their meal plan on a monthly basis rather than up front in August.</p>
<p>South Meal Stipends</p> <p>\$1500 Tbucks per year</p>	<p>South Meal Stipends - Effective August 10, 2026</p> <p>UTSC will pay a recurring monthly wage installment of \$250 (less applicable deductions) pro-rated for winter break or any partial month of employment.</p>
<p>Training</p> <p>RAs receive no payment for August training</p>	<p>Training – effective on ratification</p> <p>RAs who complete the August training will receive a stipend of \$450 (less applicable deductions). Employees who are actively employed in the bargaining unit on the date of ratification and who successfully completed the August 2025 training will be eligible to receive a retroactive payment of \$450.</p>
<p>Community Advisor and Living Learning Advisors</p> <p>CAs are eligible for \$1000 Tbucks at the end of the academic year – amount paid is not guaranteed</p> <p>LLAs are eligible for \$500 Tbucks at the end of the academic year – the amount paid is not guaranteed</p>	<p>Community Advisor and Living Learning Advisors - effective on ratification</p> <p>CAs will be paid a recurring monthly wage installment of \$126.88 (less applicable deductions) pro-rated for winter break or any partial month of employment.</p> <p>LLAs will be paid a recurring monthly wage installment of \$63.44 (less applicable deductions) pro-rated for winter break or any partial month of employment.</p> <p>CAs and LLAs will receive a lump sum payment for September – November 2025.</p>

CURRENT	IF THE TENTATIVE AGREEMENT IS RATIFIED
<p>Winter Break</p> <p>RAs are paid \$125 for on-call work and \$175 for on-call on Christmas, Boxing or New Year's Day</p> <p>RAs are paid \$50 for programming and \$85 for programming on Christmas, Boxing or New Year's Day</p>	<p>Winter break – effective on ratification</p> <p>RAs will be paid \$150 for on-call work and \$200 for on-call on Christmas, Boxing or New Year's Day.</p> <p>RAs will be paid \$52 for programming and \$87 for programming on Christmas, Boxing or New Year's Day.</p>
<p>CPR / First Aid re-certification</p> <p>Not paid for by UTSC</p>	<p>CPR / First Aid re-certification - effective August 10, 2026</p> <p>UTSC will provide courses to maintain CPR and first aid certification for any member whose certification lapses during a term of employment.</p>

## **OTHER TERMS IN THE CONTRACT**

### **THE TENTATIVE AGREEMENT INCLUDES LANGUAGE DEALING WITH HIRING PRACTICES:**

#### **JOB SECURITY AND RE-HIRING**

- Job security will be enhanced for two years after a member's initial term as an RA. When a member satisfactorily completes a term of employment they shall be offered the same position, if it still exists, for the start of the next academic year. This provision can be implemented a maximum of two times. When a member has used their two opportunities to be rehired without having to compete for their job, they can apply for an RA position without special consideration of any kind.
- If a member has been a Living Learning Advisor or Community Advisor and their position is replaced by an RA position, the member shall be offered the RA position, in keeping with the other provisions of collective agreement Article 12.
- A Living Learning Advisor or Community Advisor can ask to be considered for a regular RA position without having to redo the entire hiring process, provided a vacancy exists and in keeping with the other provisions of Article 12.
- Conditional offers of employment for the next academic year will be made no later than March 31 and will be conditional on a member satisfactorily completing their current term. A member who has satisfactorily completed their term of employment will be notified of that no later than the end of the term. A member who receives a conditional offer of employment for the next academic year but does not satisfactorily complete their current term of employment will be notified of that no later than the end of the term. A member who does not receive a



conditional offer of employment for the next academic year but satisfactorily completes their current term of employment may, by no later than the end of the term be offered employment in the next academic year if there is a vacant position. Management can provide a member with a conditional or confirmed offer of employment before the aforementioned deadlines.

- On receipt of a conditional offer of employment, a member may indicate their preference in residence assignment and/or roommates. UTSC will consider the preferences but they cannot be guaranteed. Assignments will be determined at UTSC's discretion.
- A member who is eligible to receive an offer of employment for the next academic year may defer their offer for one year for the purpose of enrolment in a Co-op Program or a Professional Experience Year or a Study Abroad program. A member who defers an offer of rehiring must notify management by February 1 that they intend to return to their deferred position.

## **MORE INFORMATION FOR MEMBERS IN THE HIRING PROCESS**

- Job postings will include key information, including a summary of core-duties, on-call expectations, anticipated dates of mandatory training, compensation, which residence buildings have mandatory meal plans and move-out dates for summer RAs
- As soon as practicable after the date of hire or re-hire, RAs will be informed of their expected residence building assignment and will be informed of the date by which they need to be enrolled or registered for Fall/Winter courses.

## **THE TENTATIVE AGREEMENT ESTABLISHES CLEAR AND CONSISTENT GUIDELINES FOR HOW WORK IS TO BE SCHEDULED FOR ALL RESIDENCE ADVISORS MOVING FORWARD**

- Management will provide RAs with schedules in advance, although there is a recognition that the nature of the job does include some unscheduled and ad hoc responsibilities
- There is a commitment from the University to make reasonable efforts not to schedule shifts and activities that conflict with a Residence Advisor's religious holidays or academic commitments
- RAs must inform management if they are going to be away from residence for more than 72 consecutive hours within a seven day period

## **IT ALSO PROTECTS SOME PRE-EXISTING STANDARDS IN SCHEDULING INCLUDING:**

- UTSC's commitment that the on-call schedule will not change during the term of this collective agreement.
- RAs may select up to two weekdays and one weekend day off each month on which they will not be assigned on-call shifts. RAs shall indicate these dates no later than two weeks prior to the beginning of each month.

## **BETTER PROTECTIONS FOR RESIDENCE ADVISORS IN THE DISCIPLINARY PROCESS**

- The University must have “just cause” to terminate a member
- RAs who are required to attend an investigation meeting that could lead to discipline will have the right to have a union representative present in the meeting.
- There is new language that clarifies the purpose of coaching letters and that will obligate the University to remove from a member’s personnel file a coaching letter after the recipient has worked twelve months since the issuance of the letter.

## **WORK DURING THE WINTER BREAK**

- A new Letter of Understanding will be included in the collective agreement that provides for a process to ensure adequate staffing levels in residences during the annual winter break. The first step of the process involves management requesting volunteers. If not enough Residence Advisors volunteer, management will assign shifts by reverse seniority, with the Residence Advisors having the least amount of seniority being assigned a shift first. The Letter of Understanding commits management to, subject to operational requirements, allowing other trained and qualified staff to trade and/or transfer shifts with a Residence Advisor who is scheduled to work during the winter break.
- The Letter ensures that a Residence Advisor who works any part of a winter break will not be charged for their room during the break. The Letter states that management will allow each Residence Advisor to have at least one guest to visit during the winter break, including overnight visits.

## **THE CONTRACT HAS LANGUAGE ON YOUR RIGHTS IN THE WORKPLACE RELATED TO:**

- Discrimination and harassment
- Health and safety in the workplace, including a process to deal with accommodation for disabilities or injuries on the job
- The University will recognize one Union steward for North and one for South
- The contract lays out a formal grievance procedure which a member, with Union support, can use to challenge discipline issued by the University or violations of the contract
- Residence Advisors are able to attend Union Conventions and Conferences, subject to management’s approval of a union release time request submitted by the Local.

## **BENEFITS**

- While working as an RA, employees will have access to the University Employment and Family Assistance Plan (EFAP) for additional mental health and other support (<https://people.utoronto.ca/employees/efap/>)
- RAs experiencing domestic violence will have access to campus and community supports as needed.

## **EXPLAINING THE DETAILS OF THE NEW COMPENSATION STRUCTURE**

We have heard from Residence Advisors about their frustration with how the taxable benefit for their accommodation impacts their pay in other U of T positions. Residence Advisors had significant extra income tax deductions taken from the pay from those other jobs due to the taxable benefit status of their room. In some cases, this led to pay cheques of zero dollars.

To address this problem, the Union negotiated a new compensation system that is already in place for the Dons and RAs at St. George and UTM. It is based on a “money in, money out” model. You can’t get around paying taxes, because this is all set by the government, but the new structure will make deductions much more predictable and won’t impact your pay from other jobs on campus. This also allows Residence Advisors to keep the important benefit of a “free” room, while also being in compliance with the Employment Standards Act.

In the current model, Residence Advisors are not paid for their room, but it is a taxable benefit and the University takes those taxes off stipends and other pay. Residence Advisors have to pay any outstanding taxes due on their “free” room at the end of the year.

Under the terms of the tentative agreement, Residence Advisors would be paid the equivalent of 50% of the cost of their room and then 50% of the cost of the room would be deducted from their pay. The reduction to 50% of the room value is allowed by Canada Revenue for people who receive housing and live where they work. Having the taxable benefit set at 50% of the room value instead of at the current 75% means that you would be paying less taxes and other deductions.

Don’t worry, you would **not** be paid at 50% and then billed at 100%!

The terms of the tentative agreement provide for a simpler and more transparent process for income tax to be applied to your “free” room. All of the government deductions (income tax, Employment Insurance, Canada Pension Plan) and union dues (.05% of pay) are taken off each month, so you are less likely to be hit with a tax bill later or have it taken off the pay from other University jobs.

If, at the end of the year, the University has not been able to deduct the full cost of the room from an RA’s Stipend, the RA will pay the balance to the University by June 15 of each year. RAs will be given a statement of account by May 15 each year with the balance owing. This delayed timing will be implemented so that you will have time to do your taxes and possibly get a refund to help pay any amount owing, or to pay with money earned at a summer job you may have started.



## **Your Bargaining Committee unanimously recommends acceptance of this tentative collective agreement**

### **THE ELECTRONIC RATIFICATION BALLOT WILL READ:**

I vote to **ACCEPT** the tentative agreement as recommended by the Bargaining Committee.

I vote to **REJECT** the tentative agreement and recommend that the Union conduct a strike mandate vote.

The electronic vote will be conducted  
from Tuesday, December 16 at 10:00 pm  
until Thursday, December 18 at 11:59 pm.

*You will receive your unique electronic ballot by email on Tuesday, December 16 at 10:00 pm.*

If you do not see the email in your inbox by 10:15 p.m. on December 16, please check your 'other' inbox and/or your 'junk mail' file. If you still cannot find the email, please send an email to [info@usw1998.ca](mailto:info@usw1998.ca)

***One Team,  
One Voice,  
One Goal!***



NOVEMBER 25, 2025 @ 9:30 PM

MEMORANDUM OF AGREEMENT

BETWEEN

THE GOVERNING COUNCIL OF THE UNIVERSITY OF TORONTO  
(hereinafter referred to as "the University")

-and-

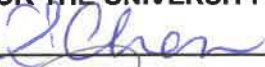

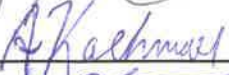


THE UNITED STEELWORKERS, LOCAL 1998:

- "University of Toronto Scarborough – Residence Advisors" Bargaining Unit  
(hereinafter called "the Union")


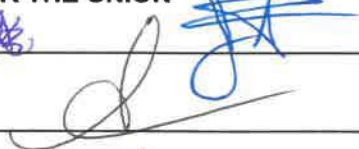




MEMORANDUM OF AGREEMENT FOR A FIRST COLLECTIVE AGREEMENT

1. The members of the parties' respective negotiating committees hereby agree to unanimously recommend for ratification a first collective agreement on the terms and conditions set out herein.
2. The term of this first collective agreement shall be from DATE OF RATIFICATION to December 31, 2027, save and except for Articles 18:01, 18:02, 18:04 and 18:05 (Wages, Benefits, and Deductions) which shall become effective on August 10, 2026.
3. All matters previously settled and agreed to by the parties prior to the date hereof and attached hereto.
4. The provisions of this first collective agreement shall have no retroactive effect whatsoever prior to the date of ratification by both parties, except as specifically and expressly noted.
5. All attached items numbered 1 to 26 are incorporated.

FOR THE UNIVERSITY

FOR THE UNION

DATED AT TORONTO THIS 25 DAY OF NOVEMBER 2025

**\*\*NOTE - All of the provisions of the College Residence Dons collective agreement apply to the Residence Advisors employed at the University of Toronto Scarborough, except as specifically set out herein. \*\***

**APPENDIX F: UNIVERSITY OF TORONTO SCARBOROUGH – RESIDENCE ADVISORS  
COLLECTIVE AGREEMENT**

**For the “University of Toronto Scarborough – Residence Advisors” Bargaining Unit**

**-BETWEEN-**

**The Governing Council of the University of Toronto**

**-AND-**

**The United Steelworkers Local 1998**

**Term of Agreement: DATE to December 31, 2027**

**COLLECTIVE AGREEMENT ENTERED INTO** at the City of Toronto, in the Province of Ontario  
as of **DATE**.


All of the provisions of the collective agreement amended herein apply to the Residence Advisors employed at the University of Toronto Scarborough except for the following articles and letters:

Article 2:02

Letter of Intent: Expense Reimbursement

The following articles and letters of the collective agreement apply to the Residence Advisors **employed at the University of Toronto Scarborough as amended and attached herein:**

For the University



For the Union



*Article numbers and article references to be renumbered accordingly to allow appropriate sequencing and cross-references.*

*The University reserves the right to add, delete or modify its proposals at any time during collective bargaining negotiations. Any agenda items or proposals are without prejudice or precedent to the University's position on any issues regarding the interpretation of the Collective Agreement, including with respect to any current or future grievances.*

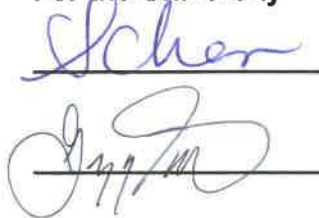


**\*\*NOT TO BE PUBLISHED IN THE APPENDIX\*\***

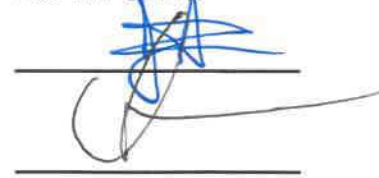
**All of the following provisions of the Collective Agreement between the United Steelworkers and the Governing Council of the University of Toronto for the "College Residence Dons" bargaining unit apply to the Residence Advisors, Community Advisors, and Living Learning Advisors employed at University of Toronto Scarborough:**

- Article 1: Purpose of Agreement
- Article 3: Relationship
- Article 4: Management Rights
- Article 5: No Strike or Lockout
- Article 6: Union Security
- Article 7: Union Representation (**except for Article 7:01, which will apply as amended**)
- Article 8: Negotiating Committee (**except for Article 8:01 and 8:04, which will apply as amended**)
- Article 9: Grievance Procedure
- Article 10: Discharge and Disciplinary Action
- Article 11: Arbitration/Mediation
- Article 13: Leaves of Absence
- Article 14: Payment for Injured Employees
- Article 16: Union Meetings
- Article 17: Health & Safety
- Article 20: General
- Article X: Coaching Letters
- Letter of Understanding: Domestic Violence
- Letter of Intent: EDIA Training
- Letter of Intent: Change in Status
- Letter of Intent: CPR and First Aid Training

**For the University**



**For the Union**



*Article numbers and article references to be renumbered accordingly to allow appropriate sequencing and cross-references.*

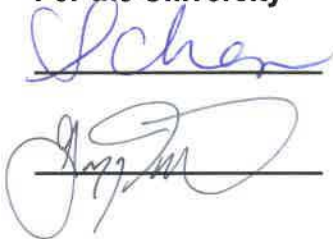
*The University reserves the right to add, delete or modify its proposals at any time during collective bargaining negotiations. Any agenda items or proposals are without prejudice or precedent to the University's position on any issues regarding the interpretation of the Collective Agreement, including with respect to any current or future grievances.*

### Housekeeping Items

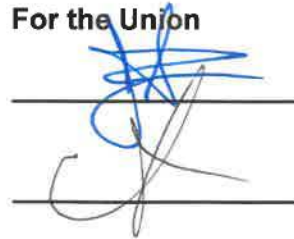
- Change all references from "College(s)" to "University of Toronto Scarborough"
- Change all references from "Residence Dons" to "Residence Advisors"
- Where the term "Residence Advisors" is used throughout this Agreement, it is agreed that it also refers to "Community Advisors" and "Living Learning Advisors", unless otherwise indicated
- Include the following header at the top of each page of the Appendix:

**\*\*NOTE - All of the provisions of the College Residence Dons collective agreement apply to the Residence Advisors employed at the University of Toronto Scarborough, except as specifically set out herein.\*\***

**For the University**



**For the Union**



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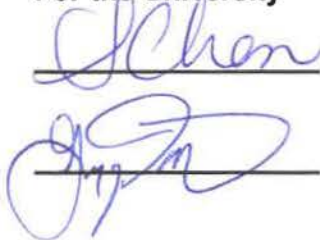
*Article numbers and article references to be renumbered accordingly to allow appropriate sequencing and cross-references.*

*The University reserves the right to add, delete or modify its proposals at any time during collective bargaining negotiations. Any agenda items or proposals are without prejudice or precedent to the University's position on any issues regarding the interpretation of the Collective Agreement, including with respect to any current or future grievances.*

## **ARTICLE 2: RECOGNITION AND SCOPE**

**2:01 The University recognizes the Union as the sole and exclusive bargaining agent for all employees of the Governing Council of the University of Toronto employed as Residence Advisors, Community Advisors and Living Learning Advisors at the University of Toronto Scarborough in the City of Toronto, save and except supervisors and persons above the rank of supervisor.**

**For the University**



**For the Union**



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*Article numbers and article references to be renumbered accordingly to allow appropriate sequencing and cross-references.*

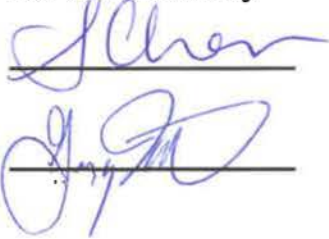
*The University reserves the right to add, delete or modify its proposals at any time during collective bargaining negotiations. Any agenda items or proposals are without prejudice or precedent to the University's position on any issues regarding the interpretation of the Collective Agreement, including with respect to any current or future grievances.*



## ARTICLE 7: UNION REPRESENTATION

7:01 The University acknowledges the right of the Union to appoint or otherwise select, from among the members of the bargaining unit, a Unit President, and one (1) steward per College, and one (1) steward to be selected from each of University Family Housing, Chestnut Residence and Conference Centre, Chelsea Hotel Temporary Student Residence, and Graduate House Residence, and at the University of Toronto Mississauga campus one (1) steward from each of the Southside, Northside and Central areas, and at the University of Toronto Scarborough campus one (1) steward from each of the North and South campus areas, including a Chief Steward, for a total of up to ~~eleven (11)~~ twelve (12) stewards, for the purpose of representing employees in the handling of grievances.

For the University



For the Union



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*Article numbers and article references to be renumbered accordingly to allow appropriate sequencing and cross-references.*

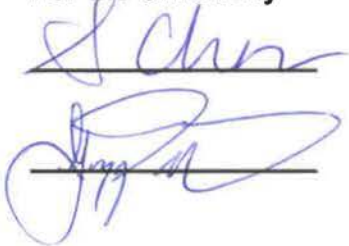
*The University reserves the right to add, delete or modify its proposals at any time during collective bargaining negotiations. Any agenda items or proposals are without prejudice or precedent to the University's position on any issues regarding the interpretation of the Collective Agreement, including with respect to any current or future grievances.*



## ARTICLE 8: NEGOTIATING COMMITTEE

- 8:01 The University agrees to recognize and deal with a Negotiating Committee of not more than ~~seven (7)~~ eight (8) bargaining unit employees, one of which shall be the Unit President, along with the International Union Representatives and Local Union President.
- 8:02 The Negotiating Committee is a separate entity from other committees and will deal only with such matters as are properly the subject matter of negotiations, including proposals for the renewal or modification of this Agreement.
- 8:03 Bargaining unit employees on the Negotiating Committee will suffer no loss of pay for time spent in negotiations with the University when they would otherwise have been at work. These hours spent in negotiations during which the bargaining unit employees would otherwise have been at work shall count as hours worked for the purposes of the Collective Agreement.
- 8:04 Up to ~~seven (7)~~ eight (8) members of the Negotiating Committee shall each be granted as preparation time two days off. All this preparation time off work shall be scheduled at a mutually agreeable time and not more than ninety (90) days prior to the expiry of the Collective Agreement.

For the University



For the Union



*Article numbers and article references to be renumbered accordingly to allow appropriate sequencing and cross-references.*

*The University reserves the right to add, delete or modify its proposals at any time during collective bargaining negotiations. Any agenda items or proposals are without prejudice or precedent to the University's position on any issues regarding the interpretation of the Collective Agreement, including with respect to any current or future grievances.*

## ARTICLE 12: Staffing Related Issues

12:01 Employment as a Residence **Advisor Den** is conditional upon being designated as a full-time University of Toronto **Scarborough** student in good standing. Employment is also conditional on the Residence **Advisor Den** primarily living in the residence accommodations within which the Residence **Advisor Den** is employed and having an ongoing in-person presence and in-person interaction with the residents on their floors/house/community. Failure to meet any one or more of these conditions during the term of the employee's employment contract will result in immediate termination of employment.

Provided it does not conflict or interfere with their fulfilment of employment obligations as a Residence **Advisor Den**, an employee may accept other employment either within or outside the University.

### Postings

12:02 All Bargaining Unit vacancies that the University requires to be filled will be posted electronically for a period of at least seven (7) calendar days. In the event that a position becomes vacant unexpectedly, such position may be filled after posting for fewer than seven (7) calendar days, but not fewer than two (2) working days. In such cases, the Department will make best efforts to post for as long as is practicable.

An electronic copy of each job posting or the link to the posting itself shall be sent by electronic mail to the Union at time of posting.

Each job posting shall include the following:

- Job title
- Brief summary of the core duties
- On-call expectations
- Anticipated dates of mandatory training (if known at the time of the posting)
- Qualifications for the position
- Compensation
- **Which residence buildings require mandatory meal plans**
- Term of the employment contract
- Residence name
- Date of posting and expiration date

**Postings for summer Residence Advisor positions shall indicate anticipated move-out dates.**

Candidates wishing to apply for a posted position must do so during the posting period and in accordance with the manner set out in the posting.

### Hiring

12:03 (a) When an employee has satisfactorily completed a term of employment, they shall be offered the same position at the residence where they were employed for the start of the next academic session, provided they continue to meet the conditions set out in Article 12:01 of this Collective Agreement and a vacancy exists in the residence. Offers made

under this Article 12:03 (a) shall be limited to a maximum of two (2) offers in total, and shall not be re-instituted once an employee has been employed for a maximum of three (3) academic sessions.

In the event that an employee has held the position of a ~~Head/Lead Don, LLC Don or Community Assistant~~ Community Advisor or Living Learning Advisor and that position is replaced by a Residence Advisor position, that employee shall be offered the role, according to the conditions in this Article 12:03 (a).

Employees who have exhausted their entitlements under this Article in any residence, may apply to posted vacant positions but may not be given any preference in hiring over new or any other applicants who may have preference in hiring over employees who have exhausted their entitlements in any residence as set out above.

Satisfactory completion of a term of employment shall be assessed by the supervisor and conveyed in writing to the employee as part of the employee's performance review process. Offers of employment for the next academic session shall be conditional on the satisfactory completion of the current term of employment, as set out above, and will be made to employees no later than **March 31**. Where a conditional offer is not provided, the supervisor will provide feedback to the employee on the performance concerns.

Upon receipt of a conditional offer of employment, an employee may indicate in writing their preference in residence assignment and/or roommates. The University will give preferences due consideration however it is understood and agreed that such preferences cannot be guaranteed and that assignments will be determined at the University's sole discretion.

- i. An employee who has satisfactorily completed their term of employment will be notified no later than the end of the term of employment.
- ii. An employee who receives a conditional offer of employment and does not satisfactorily complete their term of employment will be notified and provided feedback to the employee on the performance concerns no later than the end of the term of employment, and their conditional offer shall be rescinded.
- iii. An employee who did not receive a conditional offer of employment by **March 31**, may be provided an offer of employment by the end of the term of employment upon satisfactory completion of their current term of employment provided a vacancy continues to exist in the residence.

For clarity, nothing in this Article shall preclude the University from providing an employee with a conditional or confirmed offer of employment at any time prior to the dates set out above.

A ~~Head/Lead Don, LLC Don or Community Assistant~~ Community Advisor or Living Learning Advisor who has received an offer may request to be alternatively considered for a Residence Advisor position. Such requests may be considered at the University's sole discretion.

(b) An employee who is eligible for an offer of employment in accordance with Article 12:03 (a), may defer their offer for one (1) year, for the purpose of enrolment in a Co-op Program, Professional Experience Year, or Study Abroad program. Such deferral is subject to the existence of a vacancy in the residence for the academic session immediately following the one (1) year deferral. The student shall notify the University no later than February 1 whether they intend to return to the deferred position following the end of the one (1) year deferral. The University will then inform the student by March 31 if there continues to be a vacancy. For clarity, students who are enrolled in a Co-op Program, Professional Experience Year or Study Abroad program are ineligible for a bargaining unit position during the academic session in which they are participating in their Co-op term(s), Professional Experience Year or Study Abroad term(s). **~~This provision is retroactive to January 1, 2025.~~**

(c) The term "academic session" is defined as that period of time which begins with undergraduate registration (usually in September) and continues through to the last day for completion of final examinations (usually in April). For clarity, the term "academic session" does not reference or include the summer session (usually May to August).

- 12:04 In addition to the conditions set out in Article 12:01, the University shall select qualified applicants for posted vacant positions by taking into consideration the applicants' availability for hours of work, skills, abilities, aptitudes, previous relevant experience, and qualifications for the particular posted vacant position.

For clarity, the University and the Union understand and agree that employees in the bargaining unit are expected to act as role models, accessible resources, and facilitators of the success of student residence life experience. Furthermore, without limiting the generality of the foregoing, employees in the bargaining unit are also students working to achieve their own academic goals.

- 12:05 Unsuccessful applicants to posted positions may be maintained in a pool for unanticipated vacancies which occur during the relevant academic session.

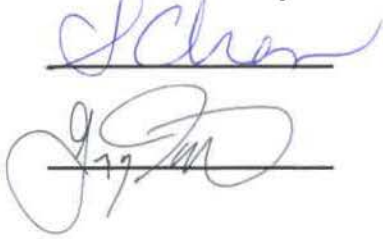
- 12:06 Residence **Advisors** ~~Dens~~ shall not participate on Residence Council.

- 12:07 As soon as practicable following the date of hire, **or the date of confirmation that they have satisfactorily completed their term of employment,** Residence **Advisors** ~~Dens~~ will be provided with a letter of offer containing pertinent employment information, including but not limited to **their expected residence building assignment,** mandatory dates and how to access their personnel number, and the name of the relevant Human Resources representative.

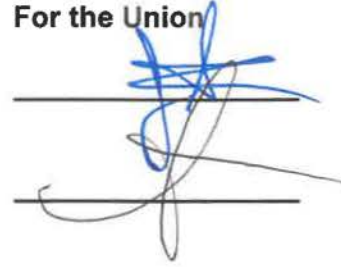
**As soon as practicable following the date of hire, or the date of confirmation that they have satisfactorily completed their term of employment, Residence Advisors will be informed of the date by which they need to be enrolled and registered for Fall/Winter courses.**



**For the University**



**For the Union**



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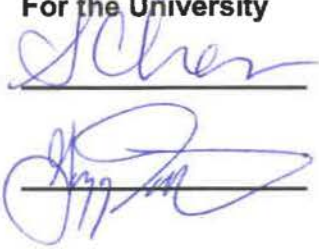
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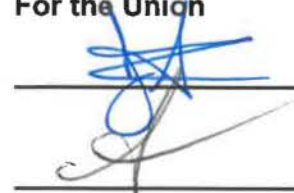
## ARTICLE 15: BULLETIN BOARDS

15:01 The University will make available two (2) bulletin boards at University of Toronto Scarborough Residence in each College, in areas accessible to employees in the workplace for the purpose of posting notices of Union meetings and official Union information. Notices will be signed and posted only by officers of the Union and will be in keeping with the spirit and intent of this Agreement. The University shall notify the Union of the location of ~~all~~ such bulletin boards and shall provide the Union with keys for any locked bulletin boards. It is understood and agreed that these bulletin boards may be the same as those made available under Article 16 of the USW Staff-Appointed Collective Agreement and may be utilized on a shared basis.

For the University



For the Union



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## ARTICLE 18: WAGES, BENEFITS AND DEDUCTIONS

**18:01 Wages will be paid in recurring monthly instalments over the period of employment of the Residence Advisor equal to fifty per cent (50%) of the fee for a standard single room and,**

• **Where a meal plan is mandatory:**

- **Sixty-five per cent (65%) of the fee for the highest level meal plan, if any, in the residence where the Residence Advisor is employed, as established solely, exclusively and absolutely by the University of Toronto Scarborough, less applicable deductions. This amount will be pro-rated for any period of residence closure (e.g. December or January, etc.) or any partial month of employment, pro-rated for any period of residence closure (e.g. December or January, etc.) or any partial month of employment.**

• **Where a meal plan is not mandatory:**

- **a recurring monthly wage instalment of \$250.00, less applicable deductions, pro-rated for any period of residence closure (e.g. December or January, etc.) or any partial month of employment.**

18:02 Employees are responsible for paying the cost of their room and meal plan equal to fifty per cent (50%) of the fee for a standard single room and one hundred per cent (100%) of the fee for their chosen meal plan, if any. For clarity, where the purchase of a meal plan is mandatory, employees are required to purchase a meal plan as a condition of their employment. The Employer shall establish a monthly payment plan for the mandatory purchase of the meal plan by employees. Monthly balance information in respect of the employee's mandatory meal plan purchase shall be made available to the employee. Furthermore, employees shall, as a condition of employment, consent to a deduction from their monthly wage instalments set out in Article 18.01 equal to fifty per cent (50%) of the fee for a standard single room. Such deduction shall not exceed the amount of the gross monthly wages provided for in Article 18:01.

18:03 **For the month of August, a payment of \$450.00 less applicable deductions, shall be made in addition to the recurring payments set out in Article 18.01 and Article 18.02.**

**For the 2025-26 year only, employees who are actively employed in the bargaining unit on the date of ratification and have successfully completed the mandatory training in August 2025, shall be eligible to receive a retroactive payment in accordance with this article.**

18:04 Failure to consent to the condition set out in Article 18:02 shall result in the automatic rescission of any offer of employment or administrative termination of employment, and the parties agree that such rescission or administrative termination shall not be subject of a grievance under this Collective Agreement and an arbitrator has no jurisdiction to relieve against this termination

18:05 To the extent that the deductions referred to in Article 18:02 exceed the net wages paid to a Residence ~~Don-Advisor~~, the balance will be paid to the University by the Residence ~~Don-Advisor~~ by no later than June 15 of the academic year in which the

balance was accrued. The Residence Don will be provided with a statement of account by May 15 of the academic year in which the balance was accrued.

18:06 Failure to pay any outstanding balance by June 15 of the academic year in which the balance was accrued will result in a Residence ~~Don-Advisor~~ being ineligible for preferential hiring pursuant to Article 12 and any offer of employment or employment subject to this Collective Agreement which has already been provided to the Residence ~~Don-Advisor~~ shall be rendered null and void. The parties agree that such nullification and voiding shall not be the subject of a grievance under this Collective Agreement and an arbitrator has no jurisdiction to relieve against this consequence.

18:07 During the University's winter holiday closure period, the wages set out in Article 18:01 will not apply. Instead, a Residence ~~Don-Advisor~~ will be entitled to a payment of **\$150.00**, less applicable deductions, per day of on-call work scheduled by the University of Toronto Scarborough College during this period, save and except for Christmas Day, Boxing Day, and New Years Day. ~~A Residence Don will be entitled to a payment of \$175.00, less applicable deductions, if they are scheduled to work by the College on a day with approved programming.~~ A Residence ~~Don-Advisor~~ will be entitled to a payment of **\$200.00**, less applicable deductions, if they are scheduled to work on-call by the University of Toronto Scarborough College on Christmas Day, Boxing Day or New Years Day.

A Residence Advisor will be entitled to a payment of \$52.00, less applicable deductions, if they are scheduled for and deliver approved programming by the University of Toronto Scarborough, save and except for Christmas Day, Boxing Day, and New Years Day. A Residence Advisor will be entitled to a payment of \$87.00, less applicable deductions, if they are scheduled for and deliver approved programming by the University of Toronto Scarborough on Christmas Day, Boxing Day or New Years Day. For clarity, employees who are scheduled for and deliver approved programming during the Winter Break will not be assigned an on-call shift on the same day as their scheduled programming.

For clarity, "day" in this sub-article is defined as a 24-hour period. If any time is scheduled during Christmas Day, Boxing Day, or New Years Day, the higher daily rate of **\$200.00** will apply to the entire day of scheduled work, even if most of the scheduled hours are not on Christmas Day, Boxing Day, or New Years Day.

For further clarity, the deduction provided for in sub-article 18:02 will not apply to wages paid under this sub-article.

18:08 Community Advisors will be entitled to an increase in the recurring monthly wage installment set out in Article 18:01 by **\$126.88**, less applicable deductions, pro-rated for any period of residence closure (e.g. December or January, etc.) or any partial month of employment.

18:09 Dons Advisors responsible for Living Learning Communities will be entitled to an increase in the recurring monthly wage installment set out in Article 18:01 by **\$63.44**, less applicable deductions, pro-rated for any period of residence closure (e.g. December or January, etc.) or any partial month of employment.

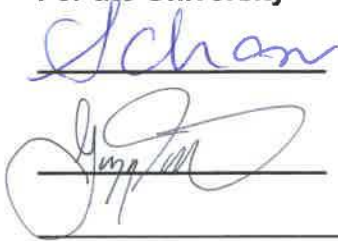
18:10 The University and the Union agree that all of the payments contained in Article 18, including, but not limited to, the payments set out in sub-articles 18:01, 18:02, 18:03, 18:07, 18:08, and 18:09 are inclusive of the vacation pay and public holiday pay, if any



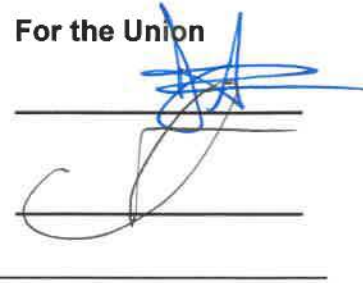
such public holiday pay is required, in accordance with the *Employment Standards Act, 2000*.

- 18:11 During their period of employment in the bargaining unit, Residence ~~Dens~~ **Advisors** shall be entitled to participate in the University's Employee and Family Assistance Program (EFAP).

For the University



For the Union



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## ARTICLE 19: HOURS OF WORK

- 19:01 The residence will present the Residence **Dens Advisors** with a schedule of their training sessions, and mandatory attendance days as early as practicable. The residence will present the Residence **Dens Advisors** with a schedule of events, programming requirements, house meetings, and rounds and any accompanying timelines or deadlines, from time-to-time as those schedules are developed.

Where a specific date has not been confirmed, the residence will provide **Dens Advisors** with the name of the event and a general timeline within which it will fall. The parties agree that often a majority of duties and responsibilities of a Residence **Den Advisor** are responsive to circumstances affecting the residence and its residents and are therefore ad hoc and incapable of being scheduled. Residence **Dens Advisors** are expected to promptly and appropriately address any and all such circumstances, while maintaining an in-person presence in residence as set out in Article 12:01.

- 19:02 A Residence **Den Advisor** shall not be scheduled for training, meetings, or rounds in excess of 44 hours per week, save and except for their on-call availability, which shall not be longer than **twenty-four (24) 12 (twelve)** consecutive hours per period of availability, unless mutually agreed. The hour limit for on-call availability will not apply during the winter closure period.

During the August training period, **Residence Dens Advisors** will be provided with time for community preparation and asynchronous pre-learning, to ensure that they are not working more than forty-four (44) hours in each week.

- 19:03 The residence will make a reasonable effort to schedule periods of on-call availability on an equitable basis within each residence.
- 19:04 During a period of on-call availability, a Residence **Den Advisor** must be available to respond onsite as soon as possible and in any event within ten (10) minutes following initial contact and maintain access to an on-call phone and bag. However, unless a Residence **Den Advisor** is actively engaged in responding to circumstances that arise during a Residence **Den's Advisor's** on-call availability, the Residence **Den Advisor** is entitled to sleep, eat and otherwise engage in their own private affairs or pursuits, and such time shall not be counted toward their hours of work.
- 19:05 Residence **Dens Advisors** may request, approval from their supervisor to exchange scheduled on-call availability no less than **72-48** hours prior to the commencement of the on-call period, unless otherwise agreed.
- 19:06 The University will make a reasonable effort not to schedule any of the Scheduled Activities to conflict with:

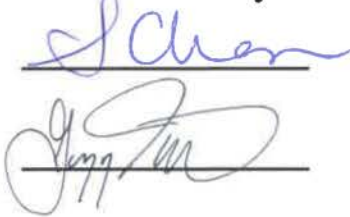
- a) an employee's observance of a religious holiday; or
- b) an employee's attendance at a scheduled course, tutorial, practicum, or examination in a scheduled course for academic credit at the University.

Employees will give their supervisor as much advance notice as possible of a scheduled academic commitment.

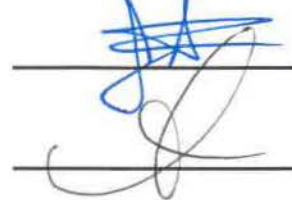
19:07 Subject to operational requirements and management approval, in the event a Residence ~~Den~~ **Advisor** anticipates being away from the residence for **more than 72 consecutive hours** ~~two or more consecutive nights, or three individual nights~~ in a seven-day period, notice shall be given to the residence as early as possible, and in no event less than 48 hours from the commencement of the absence.

Failure to maintain a sufficient presence at the Residence may result in a Residence ~~Den~~ **Advisor** not satisfying the conditions of their employment set out at Article 12:01.

For the University



For the Union



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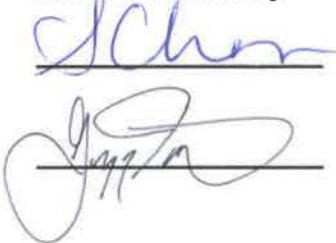
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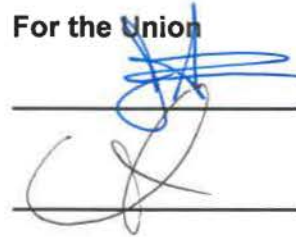
## ARTICLE 21: TERMINATION

- 21:01 This Agreement shall be effective from ~~January 1, 2025~~ or the date of ratification by both parties, ~~whichever is later~~, and shall continue in effect up to and including December 31, 2027, and shall continue automatically thereafter for annual period of one (1) year, unless either party notifies the other in writing within a period of ninety (90) calendar days immediately prior to the expiration date that it desires to amend the Agreement.
- 21:02 If notice of intention to amend the Agreement is given by either party pursuant to the provisions of Article 21:01, such negotiations shall commence within fifteen (15) days thereafter or such other date as the parties may mutually agree.

For the University



For the Union



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**LETTER OF INTENT: RESIDENCE DON MEETING SPACE**

**[DATE]**

Colleen Burke  
Staff Representative  
United Steelworkers  
25 Cecil Street  
Toronto, Ontario  
M5T1N1

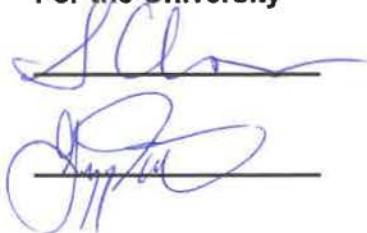
Dear Ms. Burke,

Employees will not be required to meet with residents in their bedroom where the employee has another room or where the residence has identified a suitable alternative meeting location. The residence will endeavour to provide employees with access to a suitable alternative meeting location(s) within the space available to the Residence where required for the fulfillment of their duties.

Yours truly,

Alex Brat  
Senior Executive Director, Labour Relations

**For the University**



**For the Union**



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## LETTER OF UNDERSTANDING: EMPLOYMENT IN A RECREATIONAL PROGRAM

### [DATE]

Colleen Burke  
Staff Representative  
United Steelworkers  
25 Cecil Street  
Toronto, Ontario  
M5T1N1

Dear Ms. Burke,

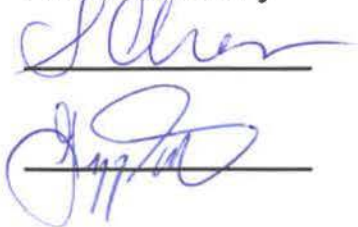
Residence life is much more than a place to live, and Residence Dons, Residence Advisors, Lead Dons, Head Dons, Community Advisors, ~~and~~ Community Assistants, **and Living Learning Advisors** are fundamental in providing a rich co-curricular experience. These employees host a recreational programming meant to enhance the experience of students living in residence, including providing peer support and mentorship, athletic activities, themed parties, excursions, arts and crafts, and community building events.

The University and the Union agree that these employees in the bargaining unit are students employed in a recreational program operated by the Governing Council of the University of Toronto, which is a charitable organization registered under Part I of the Income Tax Act (Canada), and that the duties or work performed these employees are directly connected with the recreational program. On this basis, it is the mutual understanding and intention of the University and the Union, notwithstanding anything in the Collective Agreement, that these employees are exempt from the standards established as Parts VII.1 (three hour rule), VIII (overtime pay), IX (minimum wage), X (public holidays) of the Employment Standards Act, 2000, as amended from time-to-time.

Yours truly,

Alex Brat  
Senior Executive Director, Labour Relations

For the University



For the Union



**LETTER OF UNDERSTANDING: WINTER BREAK**

**[DATE]**

Colleen Burke  
Staff Representative  
United Steelworkers  
25 Cecil Street  
Toronto, Ontario  
M5T1N1

Dear Ms. Burke,

During the 2025 round of collective bargaining, it was agreed that employees in the bargaining unit may be scheduled to work during all or any part of the Winter Break. A minimum number of employees, as determined by the University in their sole discretion, will be scheduled to cover **Don Winter Break** shifts.

Any such scheduling process will commence with a request for volunteers. In the event there are insufficient volunteers to meet operational requirements during the Winter Break, employees will be required and scheduled to work. This does not preclude the University from scheduling non-bargaining unit employees to cover **Don Winter Break** shifts during the Winter Break. Where employees are required and scheduled to work, employees will be assigned with the shortest service first. If length of service is identical, employees will be assigned to work based on a lottery system. In the event that there are more volunteers than required, employees will be assigned and scheduled to work on a first-come, first-served basis. This entire process will be concluded and employees will be informed of their schedules no later than November 1 of each year.

Subject to operational requirements and management approval, the University will allow trained and qualified employees to trade and/or transfer scheduled shifts.

It is understood and agreed that each Residence shall allow each employee at least one (1) guest to visit during the winter break, including overnight visits. Such visits will be subject to the applicable rules established and communicated by each Residence.

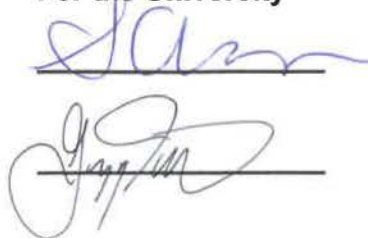
Employees who are scheduled to work and perform work during all or any part of the Winter Break will not be charged for remaining in residence during the Winter Break.

Yours truly,

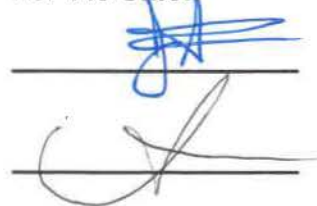
Alex Brat  
Senior Executive Director, Labour Relations

University of Toronto  
November 25, 2025

**For the University**



**For the Union**



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**LETTER OF INTENT: ON-CALL SCHEDULING PRACTICES**

**DATE**

**Colleen Burke**  
**Staff Representative**  
**United Steelworkers**  
**25 Cecil Street**  
**Toronto, Ontario**  
**M5T 1N1**

**Dear Ms. Burke,**

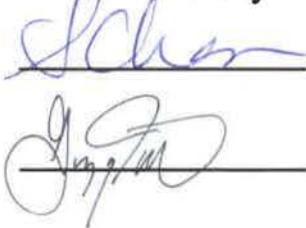
**During negotiations for a first collective agreement in 2025 for the UTSC Residence Advisors, the University confirmed its intention to maintain the following on-call scheduling practices during the term of this Collective Agreement.**

- **On-call availability will normally be scheduled as follows:**
  - **16.5 consecutive hours per period of availability for on-call shifts from Monday to Thursday;**
  - **19.5 consecutive hours per period of availability for on-call shifts that commence on Friday; and**
  - **24 consecutive hours per period of availability for on-call shifts that commence on Saturday and/or Sunday.**
- **Residence Advisors may select up to two weekdays and one weekend day off each month for which they will not be assigned on-call shifts. Residence Advisors shall indicate these dates no later than two weeks prior to the beginning of each month.**

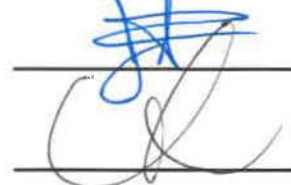
**Yours truly,**

**Alex Brat**  
**Senior Executive Director, Labour Relations**

**For the University**



**For the Union**



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University of Toronto  
November 25, 2025

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**UNPUBLISHED LETTER OF UNDERSTANDING: IMPLEMENTATION OF PAY FOR  
COMMUNITY ADVISORS AND LIVING LEARNING ADVISORS AT UTSC**

**DATE**

**Colleen Burke**  
**Staff Representative**  
**United Steelworkers**  
**25 Cecil Street**  
**Toronto, Ontario**  
**M5T 1N1**

**Dear Ms. Burke,**

**As part of the implementation of the first Collective Agreement in 2025 for Residence  
Advisors at the University of Toronto Scarborough Campus, the parties agree as follows:**

**As soon as practicable following the ratification of this Collective Agreement,  
Community Advisors and Living Learning Advisors actively employed on the date of  
ratification will receive a one-time-only payment to reflect the current monthly stipend  
amounts owing to Community Advisors and Living Learning Advisors for September  
2025, October 2025, and November 2025, prorated for any partial months worked. For  
clarity, the current monthly stipend is \$125.00 for Community Advisors and \$62.50 for  
Living Learning Advisors.**

**Effective the date of ratification, Community Advisors and Living Learning Advisors shall  
be paid in accordance with the rates and provisions set out in Article 18:08 and 18:09 of  
the Collective Agreement.**

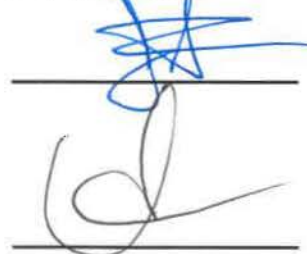
**Yours Truly,**

**Alex Brat**  
**Senior Executive Director, Labour Relations**

**For the University**



**For the Union**



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