

TSSU'S Important dates for Spring 2015

How to get a Job for Summer 2015

- Jan-Apr **Check our New Centralized Job Posting for Summer 2015**
- Website: tssu.ca/centralized-job-posting-system/
 - All postings should be up for 2 weeks – make sure to check back
- Apr 21st **Job offers for Summer 2015 must be received by this day**

General Membership Meetings

- Jan 28th **General Membership Meeting: 11:30AM-1:30PM Burnaby MBC 2296 (Free Lunch!)**
- Feb 24nd **General Membership Meeting: 4:30PM-6:30PM Harbour Centre HC 1600 (Free Dinner!)**
- Mar 26th **General Membership Meeting: 4:45PM-6:45PM Surrey SUR 5240 (Free Dinner!)**

Steward Meetings

- Jan 15th **Steward Meeting: 12:00PM-2:00PM Burnaby MBC 2296 (Free Lunch!)**
- Feb 18th **Steward Meeting: 4:30PM-6:30PM Surrey SUR 5240 (Free Dinner!)**
- Mar 10th **Steward Meeting: 12:00PM-2:00PM Burnaby MBC 2296 (Free Lunch!)**

Events

- Jan 9th **TA/TM Day (Start - 8:30am, Halpern Centre). Paid Pro-D: sfu.ca/tlc/programming.html**
- Jan 9th **Spring Semester Social: 4:30-9pm, Highland Pub. Free dinner, cheap drinks (All GSS & TSSU invited)**

SFU Semester

- Jan 6th **Classes Start**
- Feb 9th **Family Day – All classes cancelled and offices closed**
- Feb 10–14th **Reading Break – All classes cancelled**
- Apr 3rd and 6th **Easter Break – All classes cancelled and offices closed**
- Apr 13th **Last day of classes**
- Apr 15–25th **Exams**



Your Current Spring 2015 Job: Benefits & Other Deadlines

- Jan-Apr **Sign up for MSP & TSSU Extended Health Benefits and Dental**
- Coverage starts in the month you sign up so Sept is best
 - MSP forms: tssu.ca/resources/forms/
- January **Steward distributes Logbooks to members in department**
Department distributes new green Collective Agreement to all members
(provided by HR, the dept can email Diana at dalmeidda@sfu.ca or phone 778-782-3752 for more copies)
- Jan 9th **TA/TM Professional Development Day (FREE or up to 6 hours paid)**
- Note: These days are also held at both the Surrey (8th) & HC campus (9th) earlier this week and count for paid professional development
 - Many different workshops count for this, for more options (e.g. Canvas tutorials, how to develop a course syllabus) visit: sfu.ca/tlc/programming.html
- Complete Time Use Guidelines (TUG)[p69 & 74 in Collective Agreement]**
- To be completed by Course Supervisor with consultation from TA
 - In most cases make sure there are 42 hours in the preparation line
- Evaluation criteria p72 & 73 in Collective Agreement**
- We all get evaluated at least once a semester, Course Supervisors need to make the evaluation criteria known to us by the end of the first week.
- Jan 19th **Sign up for Tuition Deferment by (with no penalty)**
- Directions: tssu.ca/2012/09/05/tuition-deduction-deferment/
- TSSU Member Childcare Bursary Application**
- Late applications are accepted, if members are turned down they should contact the Union to help with the appeal process (high success rate). students.sfu.ca/financialaid/sabws/bursaries.html
- Feb 6-27th **Automatic (Mandatory) Workload Reviews [p70 & 75 in Collective Agreement]**
- Should be completed by end of week 5 or after 1st major assignment
- April **Continuing Benefits**
- Members who do not have an appointment in the Fall are eligible to stay on EHB and MSP for the next two semesters, but they must complete the forms before the end of their Fall appointment. Note they will have to still pay..
- April **Stewards and Committee Members turn in Stipend Request Form**
- April-May **Turn in Logbook Lotto to AQ 5129 or tssu@tssu.ca**

Questions? Comments? Contact us!

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