



Human Resources Services
September, 2006

McMaster University places the highest value on its relationships with employees and we are committed to ensuring that each employee is treated with respect and dignity. The purpose of this document is to capture a variety of processes, mechanisms and services currently in place that are designed to protect the rights of McMaster's diverse employee population.

UNIVERSITY RESOURCES

Human Rights and Equity Services (HRES)

HRES is a confidential service for all employee groups and students. They provide advice on human rights-related issues such as sexual harassment and discrimination. They can be contacted by email at hres@mcmaster.ca, on the web at www.mcmaster.ca/hres, or by calling extension 27581.

Employee/Labour Relations, Human Resources Services

The Employee/Labour Relations Unit of Human Resources offers service and advice to University managers and employees regarding labour and employment legislation, collective agreements and University policies, directives and procedures. They can be reached by email at nelsonc@mcmaster.ca, on the E/LR web page at <http://www.workingatmcmaster.ca/link.php?link=elr%3AMain>, or by calling extension 23850.

Ombuds Office

The Ombuds office assists staff, faculty and students in the just, fair and equitable resolution of University-related complaints and concerns, such as terms of employment, working conditions, disciplinary issues, etc. They can be reached by email at ombuds@mcmaster.ca, on the web at www.mcmaster.ca/ombuds/, or by calling extension 24151.

Security Services

McMaster Security Services operate 24 hours a day, seven days a week and is responsible for the protection of persons and property within the community. They can be reached by email at security@mcmaster.ca, on the web at www.mcmaster.ca/security/, or by calling extension 24281. There is a security button on all pay phones on campus or dial "88" from any campus phone to reach them.

COUNSELLING AND SUPPORT SERVICES

Employee Assistance Program – Hurst Place

All McMaster employees have access to confidential counselling through Hurst Place. They can be reached by email at hurstplace@hhsc.ca, on the web at www.hurstplace.com or by calling 905-521-8300.

McMaster University Chaplaincy Centre

The Chaplaincy Centre offers pastoral support to the campus community. They can be reached by email at chaplain@mcmaster.ca, on the web at www.mcmaster.ca/chaplain/, or by calling extension 24207.

Sexual Assault Domestic Violence Care Centre

The SA/DV Care Centre provides comprehensive care for individuals who have been sexually assaulted. They can be reached by email at sadvcarecentre@hhsc.ca or by telephone at **905-525-2100 ext 73557**. You may also wish to contact the Sexual Assault Centre **24 hour crisis line** at **905-525-4162**

EMPLOYEE GROUPS

McMaster University Faculty Association (Representing Faculty and Librarians)

MUFA represents and protects the interests of all faculty members and professional librarians of McMaster University. Their office is located in HH 103. They can be reached at extension 24682, on the web at www.mcmaster.ca/mufa/, or by email at mufa@mcmaster.ca.

The Management Group (TMG)

In addition to the resources outlined above, members of TMG that have a complaint or concern can use the TMG Resolution Complaint Process found at <http://www.workingatmcmaster.ca/link.php?link=elr%3Aelr-tmg>

Bargaining Units and Collective Agreements

There are nine (9) collective agreements in effect at McMaster University. Each collective agreement contains procedures for resolving disputes for the employees covered under these agreements. In addition to the above resources, the local representative or union steward can be of assistance. The collective agreements can be found at <http://www.workingatmcmaster.ca/link.php?link=elr%3Aelr-ca-unionrel>. The contact information for these unions is shown below.

CAW Local 555 (Representing Office, Clerical, Technical, Administrative staff, Parking & Transit Services)

CAW Local 555 is located in GH B111 and information can be found on their website at <http://www.cawlocal555.ca/>, and in the CAW Local 555 Collective Agreement.

CUPE Local 3906 (Representing Teaching Assistants [Unit 1] and Sessional Lecturers [Unit 2])

CUPE is located in WH B108 and information can be found at their website at www.cupe3906.org.

S.E.I.U. Local 2.0n (Representing Operations & Maintenance, Hospitality Services, Machinists, and Casual Cleaners)

Contact Ted Mansell, Secretary Treasurer at 1-800-663-6841, email: tmansell@seiulocal2.ca, website: www.seiulocal2.org

USWA Local 9597 (Representing Security Officers)

Contact Jerry McCarthy, 1-800-663-8792

IUOE, Local 772 (Representing Operating Engineers)

Contact Greg Hoath (905) 527-5250 or on the web at www.iuoe772.org