

MINUTES

JOINT UNION MANAGEMENT COMMITTEE MEETING

Tuesday, August 11, 2015 at 10:00am

ADM 006A

Members: George Athans, Janna Steinhorsen, Tena McKenzie, Sharon Malkinson, Rob Wotherspoon, Karen Whitehouse, Victoria Zalamea, Martin Gibb, Pauline Brandes, Ken Beckett

Regrets:

Chair: George Athans

1. **Call to Order:** 10:05am
2. **Approval of Agenda:** Approved by all, no additions.
3. **Review and Approval of the Minutes from June 9th meeting.-** Approved by all.
4. **Shared Regular Appointment Proposal (K. Whitehouse)**
 - Reviewed the draft of Proposal for Shared Regular Appointment. Had questions and needed clarification on some items as it appears different than job share article in collective agreement. (K. Whitehouse)
 - Asked for clarification on time period of deciding 'where' they want to be and if after the year, the position belongs to the original employee. (K. Whitehouse)
 - Proposals must be a minimum of one year. If they would like to continue they have to submit another proposal. The shared position is for two regular employees and if one of the applicants are auxiliary the proposal must be for an ongoing shared appointment and the auxiliary would have to interview for the permanent position.(T. McKenzie)
 - Clarification requested on whether all other leaves are still available. (K. Whitehouse)

- The explanation given was that nothing limits access to the Collective Agreement. (G. Athans)
- Queried if the job sharing can be for a part time position, less than 1 FTE, and at what point in time can an employee request job sharing after they've been hired. (S. Malkinson)
- Confirmation was given that it must be a full time position of 1 FTE and the employee can apply for a shared appointment down the road after probation passed. (T. McKenzie)
- Additionally, nothing precludes discussions with the supervisor. (G. Athans)
- Inquired if two people job sharing a full time position and the department decides to reduce the position to a fraction of 1 FTE, who would be laid off? (K. Whitehouse)
- The employee who held the regular position, originally, stays. (R. Wotherspoon)
- The proposal tries to eliminate surprises as we don't want them to give up something and realize later they have changed their minds. (G. Athans)
- Queried if after the year of job sharing, at 1-1/2 years for example, can the employee go back to their original position if they decide this is their preference? (K. Whitehouse)
- If the proposal was ongoing, the employee would resign from the old position. This would eliminate the domino effect. They don't want to put their old department in the position where they need to post and re-post for auxiliaries. (T. McKenzie)
- Clarification requested as to who would approve the proposal: the direct supervisor or manager. (K. Whitehouse)
- Clarification given that direct supervisor, is just the title used on the form. It depends who has signing authority, the direct supervisor always reports up. (T. McKenzie)
- The request was made to remove the 'draft' from the proposal, finalize and post to the Human Resources website. (T. McKenzie)

- It was added that this proposal is just a template and the Collective Agreement is open about the processes. Queried which of the two drafts would be used. (R. Wotherspoon)
- The July 10th draft was the latest after a few items removed, reorganized and made more succinct. (T. McKenzie)
- All agreed the July 10th draft was acceptable.
- HR to take off the 'draft' and post on their website. (T. McKenzie)

Meeting concluded: 10:16am

Next meeting: Tuesday, September 8, 2015
Location: PPS Boardroom ADM 006A
Time: 10:00 am