

## MINUTES

### JOINT UNION MANAGEMENT COMMITTEE MEETING

Tuesday, January 12<sup>th</sup>, 2016  
ADM 006A

**Members:** Pauline Brandes, George Athans, Janna Fisk, Tena McKenzie, Sharon Malkinson, Rob Wotherspoon, Karen Whitehouse, Connie Neid, Martin Gibb,

**Regrets:** Cheryl Ash

**Chair:** George Athans

1. **Call to Order:** 10:03am

2. **Approval of Agenda**

- a) One item added:
  - i) Notes from JJEC meetings.

3. **Review and Approval of the Minutes from August 11 and October 13 meetings.**

- a) No questions or concerns regarding August 11, 2015 minutes: approved by all.
- b) To summarize #7 in October 13, 2015 minutes and remove personal information in and send to committee for approval.

4. **Progress on Action Items/Previous Business**

- a) Pauline Potocky's JJEC binder (K. Whitehouse)
  - i) All binders accounted for. A total of eight at this time.
- b) Status of new Collective Agreement (R. Wotherspoon)
  - i) Three clean copies will be ready and sent to UBCO HR tomorrow. HR approvals and signatures required before it's sent back to BCGEU for the president's signature. (R. Wotherspoon)
  - ii) Next time, the procedure needs to take less time. (P. Brandes)
- c) Notes from JJEC meetings
  - i) No recent meetings.
  - ii) Notes made only for significant changes or major occurrences, not at every meeting.

5. **New Business**

- a) Auxiliary Salary Scale steps (J. Fisk)- handout
  - i) Issue discussed last September 11, 2012 and it wasn't resolved then.

- ii) Issue is if a regular employee resigns and goes on auxiliary list, then they applies for a position and start at same step they left the regular position at. They receive increments higher than someone in a regular position; thus, inequities in step scale language.
  - iii) It's happened a few times so it's now a concern. One employee asking now.
  - iv) Handout provided with examples to show problems with it as well as 'base' grade proposal to measure future appointment and avoid inequities. Would be based on their previous position and can still move up same as a regular would. Also, would not be penalized if dropped to lower position. Collective Agreement information on last page of handout.
  - v) Promotion language should not apply to auxiliary.
  - vi) Trying to eliminate someone artificially accruing seniority in an auxiliary position. (G. Athans)
  - vii) Committee can deal with now or wait until bargaining. (G. Athans)
  - viii) To review, an employee can go from step 3 from one classification to a step 3 in another classification rather than back to the bottom of the scale. (G. Athans)
  - ix) Would like to fix this, so asked Union to please look at. (J. Fisk)
- b) Job Share Language for Winter Days (S. Malkinson)-
- i) How does the three winter leave days apply to job share? The language is still new.
  - ii) Currently, a job share starts February 1, 2016 and the member is resigning from her position on the JUMC committee. (S. Malkinson)
  - iii) We didn't include part time or pro-rating when we created the language. (T. McKenzie)
  - iv) If job sharing and partner is sick or off, then not fair to one working full time for 6 months if they split 50/50 (S. Malkinson)
  - v) The three days should be pro-rated as the job is. For example, if one working 60%, then they should get 60% of 3 days off. This should be entered into language. (G. Athans)
  - vi) Union inquired if maximum carryover of vacation days still 5 days for someone job sharing. (S. Malkinson)
  - vii) University confirmed everything is pro-rated. (P. Brandes)
  - viii) Union inquired as to whether 10 days allowed for carryover. (K. Whitehouse)
  - ix) With approval, 10 days can be carried over to next year. (J. Fisk)
  - x) Union further inquired as to how many hours are considered a full day: 7 hours? (C. Neid)
  - xi) University confirmed this. (G. Athans)
  - xii) Union also inquired if part time employees receive pro-rated 3 winter leave days, vacation, etc. (R. Wotherspoon)
  - xiii) Part time employees received 3 days off even when part time. (K. Whitehouse)
  - xiv) The Union needs to discuss above further. (R. Wotherspoon)
  - xv) Question about part time employees and when to take pro-rated days off when working odd shifts. (C. Neid)
  - xvi) University asked that Union brings new question to next meeting. (G. Athans)

- c) Re-class for Temp Added Duties & Duties Assigned in Another Department (K. Whitehouse)
  - i) Inquired if the University considered add-ons as auxiliary hours and if the University has the right to change. Was not able to find anything applicable in the Collective Agreement.
  - ii) Union felt this inquiry, for a temp position, should go to JJEC
  - iii) University explained that any temp position is an auxiliary position and it doesn't need to go to JJEC as HR has the right to classify if it's less than a year. (T. McKenzie)
  - iv) Union clarified that their inquiry is regarding a temp promotion (a substitution pay article) and the issue is if someone feels it's incorrectly classified, can they appeal it through the classification committee. (R. Wotherspoon)
  - v) JJEC complained about too many reclassifications so the solution was if under a year, then HR classified the position. If the employee dissatisfied, then recourse through the Collective Agreement as an appeal process. (F. Fisk, G. Athans)
  - vi) Union in agreement with the appeal process. (R. Wotherspoon)
  - vii) Further query by Union regarding auxiliary hours and if a detriment to employee. (K. Whitehouse)
  - viii) University confirmed that the collective agreement does not reflect a category of term appointment, only regular or auxiliary, and auxiliary hours go towards regular seniority so it's not a detriment to employee. (T. McKenzie, G. Athans)
  - ix) Union further queried if an employee can be assigned to a different department without their approval and confirmed this was a past issue, not present. (K. Whitehouse)
  - x) University confirmed that an employee can normally be transferred within a department or faculty and reassigned. It doesn't typically happen. Will wait and test when it occurs at a later date. (J. Fisk, G. Athans)
  
- d) PD Group Funding (K. Whitehouse)
  - i) An application was received by a member who'd like to put on a group committee function but the group committee resolved and funds used in bargaining. Inquired if the PD committee would support a group committee function that all BCGEU members would be invited to.
  - ii) University confirmed that this application must be submitted to the PD Committee and they decide. Suggestion provided, to avoid all members being disadvantaged if funds used up, for two or three members to submit a joint application to use their funds towards this. (P. Brandes, G. Athans, T. McKenzie)
  - iii) PD committee should submit proposal to JUMC committee if change. (G. Athans)

**Concluded: 10:50am**

Action Item	Responsible Person	Date to be Completed	Status
Summarize # 7 of October 13, 2015 Minutes	J. Ivans		
New Collective Agreement to be sent to UBCO for signatures	R. Wotherspoon		
Union to review Base proposal for salary scale steps	Union		
Union to review Job Share language for winter leave	Union		

**Next meeting:** Tuesday, February 9, 2016  
**Location:** PPS Boardroom ADM 006A  
**Time:** 10:00 am