

MINUTES

JOINT UNION MANAGEMENT COMMITTEE MEETING

Tuesday, March 10, 2015 at 10:00am

ADM 006A

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

Regrets: Pauline Brandes, Martin Gibb, Victoria Zalemea

Chair: Rob Wotherspoon

1. **Call to Order:** 10:07 am
2. **Approval of Agenda-** item #7 added
3. **Review and Approval of the Minutes from January 13th meeting**
 - Under Item #5, remove, under the third bullet, “that does not have a cost”.
 - Under Item #5, remove the last sentence, “It would be delivered via email.....”.
4. **Job Sharing (S. Malkinson/ K. Whitehouse) –**
 - Members were contacted last week to see who was interested in Job Sharing. (K. Whitehouse)
 - 12 members replied that they were interested in job sharing in the near future or in the next two to three years. (K. Whitehouse)
 - The next step is to help those who want to by setting up guidelines and a proposal to the managers. (K. Whitehouse)
 - Approximately 2 years ago there was a committee that arranged same. G. Athans to search for the details. (G. Athans)
 - Changes to new CA, 16.4 (a) were discussed: whether job sharing restricted to regular full- time employees. (All)
 - Can apply to some full-time, regular positions, but not feasible in others. (T. McKenzie)
 - **Action:** T. McKenzie to go back to her bargaining notes and proposals to review and confirm language.
5. **Job Evaluation Sub Committee (J. Steinthorson)-**
 - They meet once per month and have met twice now. The meetings have gone well and have received good feedback.
 - Guidelines and rules have been set out. Two weeks gather input from other members, a week to review input, manual and Mercer report and then meet to review, etc.
 - For Factor discussion, there have been cleanup and more specific examples. More clear direction given in places where problems seen.
 - Members include: Jamie Armer, Laurie McAleese and Shelley Vanderburg.

6. WES Results – Overview (J. Steinthorson)- handout

- The handout with the brief summary was reviewed. (J. Steinthorson)
- Staff comparisons from UBCO to UBCV and comparisons from 2011 Results to current results. (J. Steinthorson)
- Reviewed items from 2011 survey that were addressed since that time such as Health and Wellbeing. Examples given of how this has been improved through WRAP program and events in past years. (J. Steinthorson)
- Ipsos Reid presented results in a meaningful way, comparing to general workforce in Canada. (J. Steinthorson)
- Generally, it was a good turnout for the Okanagan with 51%. (J. Steinthorson)
- Reviewed items that had substantial increases and items with decreases since 2011 survey, but advised that one must compare what was happening at the time of the survey. For example, in the 2014 survey there was the salary freeze and bargaining. (J. Steinthorson)
- Items of concern from this survey will be looked at such as top sources of stress and lack of communication. (J. Steinthorson)
- The next steps will be P. Brandes and L. Mills working with handing out results to units and working with each individually, if amount of responses require this. (J. Steinthorson)
- Campus initiatives to be developed as a result. (J. Steinthorson)
- Trends within employee groups were noted with the major items being workload and lack of communication with senior leadership. (J. Steinthorson)
- It was noted that the participation rate was comparable to UBC Vancouver. (K. Beckett)
- Overall, the survey received a good response. (J. Steinthorson)

7. HRMS change with IT (J. Steinthorson)-

- HR brought forward to UBC Vancouver IT to look at making changes to a new software - Access UBC as there was a difference between Vancouver and the Okanagan campuses. (J. Steinthorson)
- When an employee starts, they can change/update information in the Self Service portal. Personal emails they entered were becoming their primary and there were concerns with that. (J. Steinthorson)
- Vancouver IT has listened and reset the program so that if “ubc.ca” email is entered in the system, it now is set as ‘primary’. (J. Steinthorson)
- In Vancouver a lot of it was going to personal emails vs. HRMS, so now when we pull up reports of primary emails, it will be “ubc.ca” emails (for active employees). (J. Steinthorson)

Concluded 10:27am.

Next meeting: Tuesday, April 14, 2015
Location: HR Boardroom ADM 006A
Time: 10:00 am