

MINUTES

JOINT UNION MANAGEMENT COMMITTEE MEETING

Tuesday, May 12, 2015 at 10:00am

ADM 006A

Members: George Athans, Janna Steinhorsen, Tena McKenzie, Sharon Malkinson, Rob Wotherspoon, Karen Whitehouse, Ken Beckett

Regrets: Pauline Brandes, Victoria Zalamea, Martin Gibb

Chair: George Athans

1. **Call to Order:** 10:00am
2. **Approval of Agenda-** All approved.
3. **Review and Approval of the Minutes from March 10th meeting-** All approved.
4. **Job Sharing Guidelines (S. Malkinson/ K. Whitehouse) –**
 - Clarified that job sharing not limited to BCGEU. (K. Whitehouse)
 - Concerned that there is not any facilitation happening. (K. Whitehouse)
 - Explained that this is an employee driven initiative and HR is prepared to work with managers but are not prepared to own it as HR does not have the resources to build a database and monitor it. (G. Athans)
 - One of HR's concerns is what if a manager loses an employee, who is full FTE, to a job share position elsewhere on campus and creates a vacancy. How long it should stay a vacancy needs to be considered in the proposal. (G. Athans)
 - A one year posting is reasonable. (S. Malkinson)
 - Another consideration is what happens when one of the job share partners leaves their job share position or if one is unsuccessful in probation. (G. Athans)
 - Article 16.4 under Collective Agreement reviewed and discussed leave of absence without pay from incumbent position to take on a job share. If they return to that position after one year, this is a reasonable amount of time (of uncertainty) for a manager. (G. Athans)

- It was agreed that job sharing not meant for a short period of time and nor for hopscotching position to position. It needs to be determined what is reasonable and provides stability as well as how to provide security for the employee to return to original position. (G. Athans)
- Template language and a proposal to give a baseline to work from are needed. (R. Wotherspoon)
- A form with names, job titles, etc. suggested. (S. Malkinson)
- Only one current request for job sharing but the proposed job share partner is not available now. Their information is confidential and not informing their managers. Sharon Malkinson is keeping in contact with them to inform them of the progress with this process. (S. Malkinson)
- Job sharing a good opportunity for auxiliaries. (K. Whitehouse)
- Clarified that, as per the Collective Agreement, the job share positions would have to be posted for .5 FTE and that auxiliaries cannot be moved into regular positions. (G. Athans)
- **Action:** Human Resources to create draft language for a proposal to present at one of the next JUMC meetings or discuss electronically prior to this.

5. **Service with the University vs. Seniority (T. McKenzie)- hand out**

- When researching and having to do revisions for vacation entitlements, 'service to the university' was found in a number of clauses. It appears that years of service have been confused with seniority. (T. McKenzie)
- The concern is if someone new came in and didn't have history of the transition, they could argue about service to the university. (T. McKenzie)
- HR wants to ensure it is interpreted correctly to protect the union members and make it fair for all employees. (T. McKenzie)
- Copies of all clauses were printed out and changes made to what may work. (T. McKenzie)
- This cannot be tagged onto bargaining, as it's signed off, but could agree to do as LOA or agree to practice. (G. Athans, R. Wotherspoon)
- Advised that there had been employees come forward about this for vacation entitlement reasons but not for seniority reasons yet. (T. McKenzie)
- **Action:** BCGEU to review and if any implications found, they will communicate these to HR.

6. **BCGEU Union Dues (T. McKenzie)-**

- An automated report to enable BCGEU to upload Employee Union Dues into their database was requested.
- Vancouver UBC Finance is liaising with BCGEU and Finance has agreed to put it in their queue for creating a report that could be uploaded into the BCGEU database. (T. McKenzie)
- UBC Finance was not able to provide a time frame but promised it is in the queue. (T. McKenzie)

7. Union Card and Assignment of Wages (J. Steinthorson)

- HR had been informed that Karen Whitehouse was not receiving info about new members and was not able to contact them unless new hires contacted her directly or received information much later from the Union Head Office after cards are processed. (J. Steinthorson)
- The form in eRecruit was then revised to include the Union membership application so that when a new appointment is generated in the system, this comes attached with a note of assignment of wages and they are asked to sign this, agreeing to it. The manager to print it off and return it to HR after the signature. It is a combination union card and assignment of wages (J. Steinthorson)
- The union office was contacted to ensure it was acceptable and they confirmed it was, as long as the signature is obtained. (K. Whitehouse)
- **Action:** Janna Steinthorson to send it off.

Concluded: 10:30am

Next meeting: Tuesday, June 9, 2015
Location: PPS Boardroom ADM 006A
Time: 10:00 am