

MINUTES

JOINT UNION MANAGEMENT COMMITTEE MEETING

Thursday, September 17, 2020

10:00am-12:00pm

Zoom Meeting

Members: Gillian Henderson, Luis Diaz, Kristin Cacchioni, Janna Fisk, Karen Whitehouse, Ann Forrest, Leah Terai, Martin Gibb, Cheryl Ash, Lorna Campbell

Regrets: Terri Jones

Recorder: Jennifer Reid

Chair: Ann Forrest

1. Call to Order: 10:03am
2. Approval of Agenda
 - a) Approved - nothing to add to the agenda
3. Review and Approval of the Minutes from June 2020
 - a) Approved - no amendments
4. Progress on Action Items/Previous Business
 - a) PD Fund Expenditure Update (Gill Henderson on behalf of Terri Jones)
 - i. Update on funds spent/remaining with a suggestion to revisit the funds in January to assess the excessive amount of money sitting in the funds
 - ii. **ACTION:** Gill to send a copy of the budget to the committee
 - b) Proposed Amendments to Enhanced PD Fund Guidelines (Janna Fisk on behalf of Terri Jones)
 - i. Language in the ToR is being revised in both funds so the language is clear and consistent within both documents. Changes include:
 1. Shifting language so they are titled appropriately. For example: the SSPD fund uses the language 'General Fund' and 'Regular Fund' throughout the document
 2. Updating old language that had been referenced
 3. Policy numbers that have changed throughout
 4. Referencing domestic and international training centers in terms of availability
 5. Minor edits to headings re. application/intake dates
 6. General formatting
 7. Ensuring that funding information is consistent throughout both UBC-V and UBC-O websites
 - ii. **ACTION:** Terri to send revisions to committee upon completion
 - c) UBC Definition of Net Wages (Janna)
 - i. With regard to the WorkSafe Change in Practice due to Workday; Sec 5 (a) of June 2020's minutes, Payroll has confirmed that they calculate 90% net wages based on the employee's typical regular pay prior to the employee's injury
 - ii. **ACTION:** Janna to send email from Payroll Department to BCGEU for further clarification

5. New Business

- a) Teaching Assistants – Canadian Residence Requirements (Leah and Kristin)
 - i. International Students must remain abroad due to COVID-19
 - ii. University unable to pay employees/TA's outside of Canada because UBC is not recognized as an employer in other countries (not a legal offshore employer to be able to pay employees in that country due to tax liabilities)
 - iii. **ACTION:** Leah to forward information on taxation implications and liabilities to Ann
 - iv. In the School of Engineering, since teaching has been moving online due to COVID-19, TA's have been offered increased hours in accordance with the agreement. They do not expect to be able to offer the same increased hours for the next year. As such, the University has requested that BCGEU allow an exception to that requirement for next year due to exceptional circumstances with COVID-19
 - v. to that requirement for next year due to exception circumstances with COVID-19
 - vi. **ACTION:** Kristin to collect information requested by BCGEU, including a list of the individuals with additional hours and how many TA's have the increased hours

- b) HR Restructure
 - i. There is still a vacancy for the WLE Manager role. All work/tasks have been reallocated within the Advisory Services team since Lisa left for UBCV back in March. This role will be changed to a WLE Consultant role – hiring for this role is now in progress
 - ii. A third HR Advisor role has been added with Ruth Calnan taking on this role
 - iii. Ruth's 0.8FTE Associate vacancy still TBD – hiring in process
 - iv. **ACTION:** Gill will send restructure document to committee

Next meeting: November 10, 2020
Location: Zoom Meeting
Time: 10:30am-12:00PM