

Ritu Rikhi

From: psea@psea.bc.ca
Sent: Thursday, December 08, 2005 12:57 PM
To: e-bulletin
Subject: PSEA e-Bulletin December 8, 2005

PSEA

e-bulletin

Communications from the Post-Secondary Employers' Association

PSEA Web

December 8, 2005

Upcoming Meetings

- Monday, December 12, 2005 - Board of Directors
- Friday, January 13, 2006 - Board of Directors
- Friday, March 10, 2006 - Board of Directors
- Friday, May 5, 2006 - Board of Directors
- Friday, June 16, 2006 - Board of Directors
- Friday, June 16, 2006 - Annual General Meeting

Board of Directors and SCHRPP Elections

At the June 20, 2005 Annual General Meeting (AGM), the colleges, university-colleges, and institutes sub-sector members elected their representatives to the new PSEA Board. **Dr. Nick Rubidge**, President & CEO of COTR was declared the College representative, **Dr. Tony Knowles**, President of BCIT was declared the Institute representative, and **Dr. Skip Bassford** President of UCFV was declared the University-College representative. The three Directors-at-Large were **Dale Dorn**, President of VCC, **Marilyn Luscombe**, President of Selkirk College, and **Marian Exmann**, Associate VP of Employee Relations at Douglas College.

Nick Rubidge was elected Chair and Skip Bassford was re-elected Vice-Chair.

Nominations were made for the Chair and Vice-Chair of the Standing Committee on Human Resources Practices (SCHRPP). The Chair and the Vice-Chair will also sit on the PSEA Board of Directors. **Liz McKinlay** Associate VP, Human Resources at Kwantlen University College was re-elected the Chair of SCHRPP, and **Ken Jillings** Director Human Resources at Langara College was also re-elected the Vice-Chair of SCHRPP.

Faculty Bargaining Status

Of the sector's 24 faculty collective agreements (2 of which also apply to support staff, i.e. at UCFV and NVIT), the following agreements are expired:

- Camosun College - FPSE
- Camosun College - BCGEU Vocational
- ECIAD - FPSE
- Langara College - FPSE
- Okanagan College - OCFA

Camosun and ECIAD are currently in bargaining, Langara will commence bargaining in January, and Okanagan is in bargaining preparation.

The Memoranda of Agreement and the new collective agreements for settlements that have been ratified can be found on the [PSEA collective agreements](#) webpage.

All remaining faculty collective agreements expire March 31, 2007 with the exception of BCIT/FSA which expires June 30, 2007.

The Bargaining Status report is located in the **Bargaining Centre** of the [Knowledgebase](#).

Support Staff CUPE 2005-2006 Rollover Agreements

On December 1, 2005, the PSEA Board of Directors ratified four CUPE Support Staff Settlements for Camosun, COTR, Malaspina, and NIC.

The Camosun, COTR, Malaspina, and North Island employers and their four CUPE support staff locals mandated PSEA's John Waters and CUPE's Ian McLean to reach agreement on a settlement template for 2005-06 settlements that (1) provided 2005-06 compensation increases consistent with those of the eight BCGEU and COPE 2002-06 support staff settlements of earlier this year and (2) rolled over all other provisions of the collective agreements.

The template settlement then became the basis on which each of the four sets of local parties reached their own memoranda of agreement. The approach allowed for minor variances of the template to fit the needs of particular sets of local parties. In the event, the only variances from the template concerned the distribution and calculation of the signing bonus.

The summary template for the Support Staff settlement is as follows:

Summary of Compensation Changes:

- **Vision exam benefit** of maximum \$75 every 2 years; effective July 1, 2005
- **Supplemental employment benefit** for maternity or parental leave of top-up of EI benefit to 75% of average base salary; maximum duration of SEB is 52 weeks for birth mothers and 37 weeks for other parents; effective December 1, 2005
- **Effective July 1, 2005, wage increase of 1.5%** or an increase equal to the total compensation for any college or institute support staff settlement for July 1, 2005 to June 30, 2006, whichever is greater.
- **Signing bonus**, funded by Accord PD Fund accruals through to a date between March 31, 2005 and the date of ratification as agreed upon by the local parties. The signing bonus varies from settlement to settlement, depending on (1) the date agreed upon by the local parties for fixing the Accord PD Fund accrual amount, (2) the total PD Fund amount as of the accrual date, and (3) the formula for distribution of the bonus.

Summary of Other Changes:

All other 2002-05 collective agreement provisions are rolled over for 2005-06.

The Memoranda of Agreements are located on the [PSEA Collective Agreement](#) webpage.

Support Staff Bargaining Status

Of the sector's 17 support staff collective agreements, 4 are currently expired. ECIAD and Langara expired on March 31, 2004, VCC expired on September 30, 2004, and CNC expired on May 31, 2005. Selkirk will expire on December 31, 2005. In 2006, the remaining 12 agreements expire on June 30, 2006 (with the exception of Capilano College which expires on March 31st).

The EBC is currently preparing for 2006 support staff bargaining.

The Bargaining Status report is located in the **Bargaining Centre** of the [Knowledgebase](#).

PSEA Interpretation Database

PSEA is pleased to announce the launch of our **Interpretation Database (IDB)** for the 2004-2007 MID Faculty Common Agreements (BCGEU & FPSE) and the 1998-2002 Support Staff Common Agreement. The IDB is housed in the PSEA Knowledgebase at <http://www.psea.bc.ca/knowledgebase.cfm>

The IDB consists of over 220 Q&As as well as links to related reference documents and websites for further information. The IDB continues to expand as new questions arise.

This project took over a year to complete. We would like to thank three BCIT Human Resources Management students: Christina Bains, Annie Craig, and Tammy Hewitt who worked on formatting the Q&As with PSEA as part of their Directed Studies project earlier this year. The Q&As were developed based on correspondence from John Waters to our member institutions as well as JADRC Interpretations and CAC minutes.

We would appreciate any comments/feedback you may have regarding the IDB. Please note the IDB is for the use of excluded personnel only and are not to be shared with the unions. These are employer interpretations that PSEA communicates to our members to provide you with information to formulate responses to any inquiries and to administer the provisions of the common agreements.

We continue working on other technical and content features of the Knowledgebase such as including the IDB in the Search Engine, ability to use the "Back button" in the site rather than clicking on the index components, and expanding the "tagged documents" for saving and printing documents currently only located in the search results into the regular components of the site. Those modifications are expected to be completed by the beginning of January.

For a password to the Knowledgebase, please contact Shubhneet at shubhneet@psea.bc.ca or 604-895-5060.

Human Resources Database

Project Status

The CDs for **HRDBv7 (2003-2004)** were sent out to institutions this July and a copy of the CD should be available in your Human Resources Department.

Numerous changes have been made to version 7:

- Version 7 now includes comprehensive **Benefit Plan Design** summaries of all employee groups and classes at each Institution and **Benefits Utilization Rates** which are sourced from the institutions carriers and are backdated to September, 1998. Both benefit documents can be found in the subfolder named 'Benefits Information - NEW for HRDBv7', located in the main HRDBv7 folder.
- PSEA surveyed institutions on **Leave Utilization Rates**. A few of the institutions were not able to complete this part of the submission as the data is currently not being tracked. PSEA will be working with these institutions for future submissions. This report can be found in the 'Documentation' folder.
- **Standard Reports** can now be produced by choosing multiple years instead of running the reports individually. You are now able to select and deselect all employers and/or unions.

For comparative analysis, institutions can now be isolated by **institution type**: Colleges, University Colleges, and Institutes, or by **region**: Lower Mainland (BCIT, Capilano, Douglas, ECIAD, IIG, JIBC, Kwantlen, Langara, OLA, UCFV, VCC), Island (Camosun, Malaspina, NIC), Interior (COTR, NVIT, OUC, Selkirk, UCC), and Northern (CNC, NLC, NWCC).

A new report, **Annual Total Compensation Costs**, has been created and is accessible from the Report Selection menu in the HRDB Payscale Analysis Tool.

The Annual Compensation Costs report from previous versions has been renamed Annual Employer Contribution Costs, and the report formerly titled Annual Benefit Costs is renamed Annual Health and Welfare Benefit Costs, where MSP employer premiums can now be found.

- A **Student Worker Group** has been added, which includes all student employees who are not subject to a collective agreement. Their employee code is **'W'**. The Payscale Analysis and Reporting functions work for this group as they would with the three previously existing ones (Faculty, Support Staff, and Excluded).

Cleaning and validation of the main data elements for the **HRDB v8 (2004-2005)** is well underway, and the HRDB project team would like to thank all those institutions who submitted their data in a timely manner. We hope to have the project completed by early spring.

HRDB Training Sessions

PSEA conducted our last employer "HRDB for Dummies" sessions in 2003. Union sessions were held in 2004. Based on further interest, PSEA will be conducting novice and/or advanced training workshops in early 2006. If any employer or union representatives at your institution are interested in separate or joint sessions, please contact Ritu Rikhi at ritu@psea.bc.ca for more information.

People Update

It is with regret but also with the very best of wishes that we say goodbye to **Barry Bompas**, Vice-President, Student & Employee Services, as he retires from **UCFV** at the end of this year.

Barry has been involved with the PSEA since its inception in 1994 and has given generously of his time. He has not only participated in numerous committees (Executive, EBAC, CAC, JADRC, and others), but he was also a member of the bargaining team in the first round of common table bargaining in 1995-96 and again in the common table bargaining in 1998. Barry also served as the PSEA member on the College Pension Plan Board of Trustees.

Barry, we sincerely thank you for your generosity, your expertise, and for the insight that you brought to the PSEA. We wish you much health and happiness in the next phase of your life and, of course, happy golfing!

Jim Hamilton is the new President of **Okanagan College (OC)**. Jim Hamilton has an association with the institution that dates back 25 years to the original Okanagan College. He began his career with the institution in 1980 teaching English. Over the years he has also served as an OUC Board of Governors member, a faculty member, and the Regional Principal of the North Okanagan Region. Mr. Hamilton has an extensive background as a consultant in media and public relations, strategic planning, and market research and has worked with many community organizations in the North Okanagan.

D. Jean Valgardson has been appointed to the position of President of **Northern Lights College**. Ms. Valgardson comes to NLC from Lethbridge Community College (LCC), Alberta, where she was Vice President of Curriculum and Instruction. Ms. Valgardson began her career in the field of nursing before moving into post-secondary education. She has also served as Dean of Natural and Social Sciences, and Dean of Science and Technology at LCC. Ms. Valgardson has extensive experience as a member of post secondary educational task teams and committees at the institutional and ministerial level in both BC and Alberta, as well as many years of service on professional boards and committees. She has a strong record of commitment to the community through her volunteer work with organizations such as the YWCA.

Vice President of Instruction, **John Birnie**, has been Acting President since the retirement of past President, **Jim Kassen**, in April of this year.

Denis Powers has been appointed as the new Executive Director, Human Resources at **Camosun College**. Denis was the head of HR at a multi-college system in the United Arab Emirates, and previously held the position of Director of HR at the University of Regina. He is past president of the Human Resources Association of Universities in Western Canada, and is a member of the Human Resource Management Association. Denis was educated at the University of Regina and SIAST.

Michael Schuster has been hired as the new Director of Human Resources at **NWCC**. He holds a law degree and his diverse background includes negotiations with over 50 sets of collective agreements to his credit while working on both sides of the table. Michael has worked as a consultant/strategic negotiator for the Alberta Health Authority and as a Property & Land Manager for Alcan where he facilitated numerous land deals and agreements with First Nations.

Dan Bradshaw has been selected as the new Human Resources Director at **CNC**. Dan is now an employer representative of the JADRC Committee.

PSEA Website

Two new pages have been added to the collective agreements section. A listing of collective agreements by expiry dates for support staff and faculty is available as well as expired collective agreements and Memoranda of Agreements. These documents can be found on the [PSEA Collective Agreement](#) webpage.

PSEA Knowledgebase

New to the Knowledgebase:

Please note that institutions' Presidents and members of the Employers Bargaining Conference (EBC) have a different access level to highly confidential documents not available to other excluded staff. A red exclamation point icon appears on the right side of document title to note this restriction. These documents only appear in the results table to users who have this access level.

For all [Knowledgebase](#) users, in addition to archived files and settlement reports, the following documents have been recently uploaded:

Arbitrations

Over 225 arbitrations since the early 1990's have been uploaded to the Knowledgebase. The **'Arbitrations - PSEA Historical Index and Summary Table'** provides a detailed list of the arbitrations available in this section. More recent arbitrations include:

- BCTF-SD 75 Mission - BCPSEA Arbitration Update re: Elementary Preparation Time - June 1-05
- Section 8(b) of March 23, 2005 MoA - Kwantlen University College & KFA - June 17-05
- Cross-College Meeting Times - Kwantlen University College & KFA - June 17-05
- Ontario CAAT - Support Staff Settlement (2005-2008) - Sept 9-05

Research Centre/Clause Summaries

- Relocation Clause Summary for Excluded Staff - July 14-05
- Employment of Relatives Provisions - July 20-05

Research Centre/Queries

- Query #9-2005-P Calculating Union Leave - April 2005
- Query #10-2005-JD Director of Information Technology - April 2005
- Query #11-2005-JD Lab Instructors - May 2005
- Query #12-2005-P Administration of Partial Disability LOU - June 2005
- Query #13-2005-JD First Nations/ Aboriginal Coordinator - July 2005
- Query #14-2005-JD First Aid Instructors - July 2005
- Query #15-2005-P Performance Evaluation Processes - Sept 2005
- Query #16-2005-JD Workload Analyst Position - Sept 2005
- Query #17-2005-JD Occupational Health and Safety Coordinator - Sept 2005
- Query #18-2005-P Picket Lines - Respecting TWU Picket Lines -Oct 2005
- Query #19-2005-P Health and Safety Equipment - Nov 2005

Research Centre/Benefits

- FCDP - Own-Occupation Definition for LTD Memo - Sept 20-05
- Employee Family Assistance Program (EFAP) - Sectoral Plan Summary - Sept 7-05
- Employee Family Assistance Program - PSEA Sector Summary - July 27-05
- Q&A Employer Interpretations of Supplemental Employment Benefit (SEB) in BCGEU Support Staff Settlements - May 18-05
- SEB Top-Up and Return to Work Provision in BCGEU Support Staff Agreements - June 20-05
- SEB and Relation to Pension Plan and EI - Faculty Common Agreement Article 8.4 - Feb 8-02
- SEB - Parental Leave Benefit Memo - May 28-02
- Faculty Common Disability Plan - Opting-in Policy from JADRC - Jan 20-03
- Mandatory Benefits Coverage While on Unpaid Leave under Faculty Common Disability Plan - Aug 2-02
- Partial Sick Leave - Payment Beyond 5 Days - Nov 30-05

Research Centre/Compensation

- Salaries and Salary Scales of Full-time Teaching Staff at Canadian Universities, 2004-2005 Preliminary Report - June 9-05
- Stats Canada - Salaries and Salary Ranges for Canadian University Teaching Staff - June 27-05

Research Centre/Pension

- Pension Entitlement After Termination of Employment - SCBC Ruling Summary - Jan 12-05

Research Centre/Reports

- Ministry Funding for FTE and Operating Grant to Institutions 2001-02 to 2007-08

Research Centre/Issues

- BCBC Policy Perspective: "Incomes are Growing, But BC Still Trails the Canadian Average" by Jock Finlayson. Vol 12. No.5 October 2005
- Class Sizes in BC - Power of Arbitrators to Enforce Legislated Cap - Sept 26-05
- BCPSEA - Freedom of Speech Resource Guide and Backgrounder, Issue 3 - Aug 5-05

Research Centre/Interpretations

- Use of Box 14 in T4 for Calculation of Signing Bonuses in the BCGEU Support Staff Settlements - April 19-05
- Q&A- Employer Interpretations re LOU Partial Sick Leave and Disability Benefits - May 17-05
- Registry of Laid-off Employees - JADRC Memo re: Article 6.3 Faculty Common Agreement - Jan 20-03

Bargaining Centre/Status - External

- Over 25 support staff settlement summaries between BCPSEA and various school districts.
- BC Hydro and Power Authority - IBEW Settlement Summary for term April 1, 2005 to March 31, 2006
- BC Hydro and Power Authority - COPE Local 378 Settlement Summary for term April 1, 2005 to March 31, 2006
- BC Transmission (BCTC) - IBEW for Settlement Summary for term April 1, 2005 to March 31, 2007
- BC Transmission Corporation - COPE Local 378 Settlement Summary for term April 1, 2005 to March 31, 2007
- HEABC - Residents Settlement Summary for term April 1, 2004 to March 31, 2006
- Legal Services Society - BCGEU Settlement Summary for term April 1, 2004 to March 31, 2006
- Tourism BC-BCGEU Settlement Summary for term March 28, 2005 to March 31, 2007

Employment Opportunities

Kwantlen University College

VICE PRESIDENT, HUMAN RESOURCE SERVICES

STRATEGIC LEADERSHIP ROLE: ALIGN, ENGAGE, INSPIRE

Kwantlen University College continues its evolution from a small, local college to a large, primarily undergraduate teaching university college operating on four campuses in the Greater Vancouver area. Kwantlen currently offers full baccalaureate degrees, associate degrees, diplomas, certificates, citations and trades credentials in over 135 programs to over 17,000 students annually and has over 1,400 employees.

In this newly established role reporting directly to the President, and as a key member of the Executive team, you will provide leadership in developing and implementing a comprehensive, integrated Human Resources strategy that supports the strategic direction of the institution. You will also provide strong leadership to your Human Resources team in operationalizing your strategic plan.

You are a progressive H.R. executive in an organization that has successfully navigated rapid change and you have contributed both strategic and operational leadership in a multi-stakeholder setting. As a skilled human resources professional and strategic negotiator in a unionized environment, you bring a proven track record of accomplishments in managing change and building positive and productive employee relations in a large, complex organization.

If you are motivated by the challenge of this career growth opportunity, please contact Nancy Beaty, Kathryn Young or Alec Wallace in our Vancouver office at (604) 685-0261 or send your resume in confidence to nancy.beaty@rayberndtson.ca

Selkirk College

DIRECTOR, HUMAN RESOURCES

(Castlegar, BC)

Established in 1966 to address the post-secondary educational needs of West Kootenay / Boundary residents, Selkirk College has been called one of the best-kept secrets in the province. Nestled in the Selkirk Mountains in the southeast corner of British Columbia, the College serves over 2,500 full time and 8,700 part-time students each year with programs that include everything from University Arts and Science courses, trades, nursing, fibre arts and aviation to forestry, ski hill management and digital media.

Reporting directly to the President and working closely with senior administrators and union leaders, you will provide effective leadership to the Human Resources Division and various employee components within the College to ensure a supportive working and learning environment. Your primary responsibilities will include leading all aspects and administration of College collective agreements, managing all labour and staff relations, developing college-wide human resources strategies and providing advice and direction on a broad range of human resource services.

As the ideal candidate, you have 7 - 10 years experience as a human resources manager, preferably within a public sector environment. Your experience is supported by excellent consensus building and management skills and the ability to maintain positive internal and external relationships. Experience in the planning and delivery of human resources related programs is essential. A Masters degree is preferred, as is a CHRP designation. This competition will remain open until a successful candidate is selected. A comprehensive salary and benefit package will be determined based on the education and experience of the successful applicant. Candidates from Western Canada are preferred.

To apply your considerable HR skills and abilities at this truly unique institution, forward your résumé and cover letter, in confidence, to **Garth Pinton** or **Shelina Esmail** at:

Pinton Forrest & Madden
Suite 2020
1055 West Hastings Street
Vancouver, BC V6E 2E9
Toll-Free: 1-800-864-9970
Direct: 604-689-9970

Fax: 604-689-9943
Email: pfm@pfmsearch.com

PSEA Office Closure

The PSEA office will be closed for the holidays from Friday, December 23rd to Monday, January 2nd. Happy holidays from everyone at the PSEA Secretariat!