

## Shubhneet Ark

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**From:** psea  
**Sent:** July 9, 2004 4:37 PM  
**To:** e-bulletin  
**Subject:** PSEA e-Bulletin July 9, 2004

# PSEA

## e-bulletin

Communications from the Post-Secondary Employers' Association

[PSEA Website](#)

**July 9, 2004**

### Upcoming Meetings

- September 20, 2004 - Executive Committee Meeting
- September 28, 2004 - Annual General Meeting and Board of Directors Meeting

Details can be found on the [committees](#) page of our website.

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### Accreditation and Third Party Review

Peter Cameron presented his report to the Board of Directors on June 22, 2004. The PSEA Board will discuss the recommendations in detail at the September 28th Annual General Meeting.

A copy of the report and the presentation can be found on the [PSEA Knowledgebase About PSEA Transition:Accreditation](#)

Questions concerning the report or on the progress of the review can be directed to Hugh Finlayson, PSEA Interim Executive Director at [hughf@bcpsea.bc.ca](mailto:hughf@bcpsea.bc.ca)

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### Faculty Bargaining Update

Of the sector's 26 faculty collective agreements (2 of which also apply to support staff, i.e. at UCFV and NVIT), 25 are currently expired and the 26th expires shortly (BCIT on June 30, 2004).

On July 7, 2004, the PSEA Board ratified the joint faculty and support staff collective agreement between the **University College of the Fraser Valley** and the UCFV Faculty and Staff Association for the term of April 1, 2004 to March 31, 2007.

A summary of the main changes to the collective agreement are as follows:

#### Compensation

- Compensation change 2004/05 = 0%
- Compensation Change 2005/06 - 0%
- Compensation Change 2006/07 = this is a wage re-opener under any PSEC Mandate in place at such time

#### Other Changes

- Training & development allowance will increase from \$350 per FTE to \$500 per FTE. This allowance is under the direct control of the Director of Employee Services. Decisions are not grievable and must relate to professional development activities.

- A \$700 training and development increase to those faculty at the top step as of August 2004. This is a two year gain sharing initiative previously agreed to by the PSEA Mandate Subcommittee. The increase results from a projected savings in the 2004/05 fiscal year due to the deletion of a scale that will result in a \$216,000 savings for UCFV and \$96,500 to be gain shared with the faculty. Prior to the increase being implemented, UCFV will demonstrate savings to PSEA and PSEC.
- Exclusion of all Vice President/Deans Administrative Assistants. In the past the exclusions were on an individual basis. In the future they will be on a classification basis. This results in 4 additional exclusions at UCFV.

### MID Table

Nine of the sectors' employers (for a total of 11 faculty and vocational unions) have committed to bargaining in a two-tier mode. This common table bargaining this year, at the employers' request is once again (as in 1995-96) called multi-institutional discussions (MID) bargaining. The MID provides for the bargaining of all compensation and all topics of the current Common Agreement at the MID table and for the bargaining of all other topics at the local second-tier tables. The MID parties signed the 2004 MID Protocol Agreement on May 27, 2004.

The MID bargaining itself commenced on June 8, 2004, and continued through June 10th. The parties exchanged proposals and of the 19 additional union proposals that were beyond the MID scope, the employers accepted to **bargain** item #1(a) (Personal and Psychological Harassment), #10 (Academic Freedom), and #27(c)(Re-evaluation of Placement on Scale) at the MID table rather than at local bargaining. For more information on these proposals, please contact [Ritu Rikhi](#). All employer and union proposals have been uploaded in the **Bargaining Centre** of the [PSEA Knowledgebase](#) under "**Bargaining Proposals**"

MID bargaining is now recessed until September 27th, when up to five weeks (if needed) of further bargaining are scheduled.

## Support Staff Bargaining Update

Of the sectors 19 support staff collective agreements, 15 are currently expired. One agreement (VCC/CUPE) does not expire until September 30, 2004, and three renewal agreements have now been settled - namely the **College of the Rockies/CUPE** and **Camosun College/CUPE** agreements for 3-year terms of July 1/02 to June 30/05 and the **CNC/PPWC** agreement for a 2-year term of June 1/03 to May 31/05.

In addition, **Selkirk College's** settlement with its PPWC Union is currently being ratified by the PSEA Board and **North Island College's** settlement with its CUPE Union is in the ratification process.

For 7 of the 11 Common Agreement employers, PSEA met on June 15th with the representatives of BCGEU and CUPE to resolve the status of the Common Agreement provisions in the new 2002-2005 collective agreements. An agreement appears likely within a short time, and the terms of that agreement (i.e. on the status of the Common Agreement provisions only) will then be referred to the local parties to be bargained into their 2002 - 2005 collective agreements. Two of the 11 Common Agreement employers (COTR and Camosun) have already reached and ratified CUPE settlements that in effect park the Common Agreement issue for later resolution.

## Human Resources Database

### HRDBv6 2002-2003

We are awaiting two institutions to verify their data - **Selkirk College** and **Capilano College**.

Upon receipt of these verifications, HRDBv6 2002-03 will be in CD production by the end of July. We expect to distribute the CDs to all stakeholders by mid-August.

### HRDBv7 2003-2004

Please be reminded that the deadline for data collection for HRDBv7 2003-04 is **August 31st**. Ross Fleming and Marcus Lee will be in contact with institutions re data collection and reporting issues in the next several weeks.

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## People Update

**Annette Wall**, Vice-President of **PSEC** will be leaving PSEC to join the Ministry of Skills Development and Labour.

Bob de Faye, Deputy Minister and CEO of PSEC, wrote the following announcement:

"It is with mixed emotions that I announce Annette Wall's departure from the PSEC Secretariat. While we certainly wish Annette much success as she joins the Executive team of the Ministry of Skills Development and Labour, we will experience a significant void in our organization as she has been an integral part of our success in recent labour negotiations. Annette's transition to the Ministry will be split half time over the summer in order to allow us time to seek a successor for our Vice President Position.

I hope you will join me in congratulating Annette on her significant achievements at the Secretariat and wishing her continued success in the exciting next stage of her career."

We would like to thank Annette for all her support to the PSEA over the years and her contribution to our Board of Directors, Executive Committee, Employers' Bargaining Conference and to other committees she participated in. We wish her much success in her new endeavours.

**Denise Fallis**, Labour Relations Consultant at the **Open Learning Agency** over the past several years has left the Agency due to budget cut-backs and a decreased level of activity in labour relations.

Denise and her family are relocating to the sunny Okanagan. We would like to thank Denise for her contribution to the EBC over the years and to wish her and her family happiness in their new endeavours.

**Victoria Acheson** has been hired as the Employee Relations Manager, Generalist, at **Douglas College**. Victoria has a Masters Degree in Adult Education, together with a CHRP designation. Victoria has a broad range of HR experience covering all areas of Human Resources and has a strong background in training and development and recruitment.

**Patricia Gibb** has been hired as the new Director, Human Resources at the **Justice Institute**.

The following is an excerpt from the JIBC staff announcement:

"Patricia has an excellent background, having worked in both the public and private sectors. She was the HR resource to Accenture when that company assumed the services component of BC Hydro and was involved in the start-up and transition between the two entities, a transfer of 1600 employees. Some of you may know her from surveys and departmental reviews she has conducted here over the past decade. Patricia has had her own consulting business, Infinitum, since approximately 1990."

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## Knowledgebase

### Revamp

Additional components have been added to the Knowledgebase in the last month. The PSEA frequently asked questions (**FAQ**) component is now complete.

The **Mercer Connect Site** links you to Mercer Human Resource Consulting's database for the PSEA sector. The database includes benefits coverage plans for all Consortium members and frequently asked questions of the Faculty Disability Plan.

The **Search Engine** to obtain advanced results will be completed in the next two weeks.

**New to the Knowledgebase:**

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

**Research Centre/Benefits**

- 2002 Support Staff Total Compensation Survey
- Summary re MSP Pharmacare Changes Final Jan 31 03
- 7th Annual Healthcare Survey by Ipsos-Reid and Aventis - May 10-04
- Employee Benefits Survey by Ipsos Reid - Jan 15-04
- Ontario Terms and Conditions Appendix C Benefit Summary Sept 13-01
- Travel Insurance Purchases by Ipsos Reid - May 12-04

**Research Centre/Compensation**

- CAAT Academic CA 2001-2003 Job Classification Plans
- National Teacher Salaries - March 31-04
- Ontario Academic Employees - Salary Comparisons - March 11-04
- PSEA vs Ontario Professors, Counsellors and Librarians March 19-04
- Faculty Data with Total Compensation Breakdown March 15-04
- Vacation Entitlement for Excluded Staff - May 18-04

**Research Centre/Issues**

- BCPSEA Bulletin - Bill 19 Education Services Collective Agreement Amendment Act, 2004
- Bill 19 - Education Services Collective Agreement Amendment Act, 2004 - First Reading
- Bill 19 - Education Services Collective Agreement Amendment Act, 2004 - John Waters' Email to EBC April 20-04
- BLG Labour Employment Law News Spring 2004 - April 15-04
- Draft Statement to Institutions re Govt Offloaded Paramedical Benefits - John Water's email to EBC April 22-04

**Bargaining Centre**

- Definition of Compensation Costs for Faculty and SS Bargaining March 31-04
- Goal-Sharing Initiatives Revised Oct 20-03
- HRDB Costing Summary Sheet Template and Example - June 7-04
- PSEC Costing Template - June 7-04
- Collective Agreement References to Employer as Bargaining Agent - John Waters' Email to EBC - May 27-04

**Research Centre/Queries-Policies**

- Query #4-P-2004 Pre-Employment Checks
- Query #5-2004-P Paramedical Benefits Arbitrations and Grievances
- Query #6-2004-P Sick Leave Pay Advances and Continued Premium Payments
- Query #7-2004-P Collecting Outstanding Fines After Termination
- Query #8-2004-P Faculty and Administrators Return to Instruction
- Query #9-2004-P Administering Tuition Fee Waivers

**Employment Opportunities****POST-SECONDARY EMPLOYERS' ASSOCIATION****LABOUR RELATIONS SPECIALIST  
FULL-TIME PERMANENT**

The Post-Secondary Employers' Association (PSEA) is the employer bargaining agent for all public colleges, university-colleges, and institutes in British Columbia. Further information on our association can be found on our web-site at [www.psea.bc.ca](http://www.psea.bc.ca).

The PSEA is seeking an experienced Labour Relations Specialist to work with its Secretariat on a full-time basis. Working under the direction of the Director of Labour Relations, the Labour Relations Specialist will provide advice and assistance to our members in the areas of contract administration, bargaining mandate, issue-specific research and preparation for bargaining, and the development of bargaining proposals.

Key responsibilities include but are not limited to:

- participates in developing strategic advice on complex operational initiatives and problems, and ensures advice is strategically aligned with association policy directions and initiatives,
- provides negotiation advice and assistance for local bargaining,
- prepares bargaining proposals and collective agreement language,
- advice and assistance to member institutions in developing bargaining mandates and assists in the management of mandate processes,
- review of settlement reporting, including costing,
- may act as spokesperson at the bargaining table, arbitration cases, and other third-party hearings,
- interpretation of and advice concerning the faculty and support staff sectoral (common) collective agreements,
- dispute resolution for collective agreement provisions, may manage provincially significant arbitration cases including instructing legal counsel, and may act as lay counsel,
- monitors legislative developments and drafts legal implications,
- writes articles of interest on labour relations topics for various association publications.

The successful candidate will possess a minimum of 5 (five) years of progressive labour relations experience in the public sector combined with a Bachelor's degree (or equivalent experience/education) in Industrial Relations, Business Administration, or a related discipline. The individual must have knowledge of relevant legislation, be detail oriented, be highly computer literate, have demonstrated strong organizational and interpersonal skills, and the ability to work in a team environment as well as independently.

This appointment offers a competitive compensation plan. Qualified individuals are invited to complete an **application package** by **Friday, August 6, 2004**. For a copy of this package, please email your request, quoting Competition # **LR2004-2** in the title to: [employment@psea.bc.ca](mailto:employment@psea.bc.ca) or apply directly [online](#). Resumes will not be reviewed at this stage of the selection process.

We thank all applicants for their interest; however, only those applicants selected for further consideration will be contacted.

## **BCIT**

### **SYSTEMS ADMINISTRATOR, HUMAN RESOURCES**

BCIT is looking to fill two regular, full-time Systems Administrator positions. The successful candidates will provide computer and management information systems support to the Human Resources and Financial Services operations and be responsible for planning, developing or evaluating, implementing and maintaining all computerized record systems pertaining to these two departments.

Specific duties include:

- Maintaining and supporting the HRIS-Payroll interface
- Ensuring consistent and reliable functioning of the HR and Finance information systems
- Acting as the Data Custodian
- Coordinating and assisting with the Banner Support Group with systems upgrades, modifications, implementation and support
- Analysing, testing, training and implementing new Banner and other reporting system releases
- Studying administrative workflow and process, focusing on analyzing business practices to streamline procedures
- Engaging in a program of self-development to maintain professional currency
- Liaising with all levels of staff, other educational institutions and government agencies on systems and data reporting needs, interpretation and issues.

### **QUALIFICATIONS:**

- Diploma of Technology, including courses in Computer Systems Technology, and three to five years current, related experience in a multi-server, multi application automated records management operation of a large complex organization or an equivalent combination of education, training and experience
- Significant experience using personal computers, local area networks and end-user reporting systems and software
- Experience with mission critical Financial and HRIS-Payroll interfaced relational database systems
- Must be able to anticipate situations, independently investigate, analyze, plan and make responsible decisions
- Excellent organization, communication and interpersonal skills which includes the ability to transfer skills, share knowledge and positively interact with internal and external stakeholders
- Ability to work to tight deadlines and changing priorities
- Understanding of documentation, policies, practices and their application in a mission-critical office
- Must be detail-oriented with strong skills in systems analysis

- Experience with MS Word and Excel, as well as email and Internet software
- Knowledge of basic accounting and payroll practices and systems
- May involve flexible shifts with the possibility of on-call support during critical systems activities and crises

**COMPETITION NUMBER:** 04M13

**CLOSING DATE:** July 20, 2004

BCIT offers a competitive salary, generous benefits package and a diverse, enthusiastic workplace. BCIT is an equal opportunity employer.

July 9, 2004

Only those selected for an interview will be contacted.

To apply, visit our Online Recruitment Centre at [www.bcit.bc.ca/jobs](http://www.bcit.bc.ca/jobs)