

Ritu Rikhi

From: psea
Sent: Thursday, May 01, 2003 9:46 AM
To: Ritu Rikhi
Subject: PSEA e-Bulletin May 1, 2003

**e-bulletin**

Communications from the Post -Secondary Employers' Association

[PSEA Web](#)

May 1, 2003

Upcoming Meetings and Events**Meetings**

- Thu, May 1, 2003 CEO Task Force
- Fri, May 2, 2003 JCBA (Joint Committee on Benefits Administration - Faculty)
- Wed, May 7, 2003 EBAC (Employee Benefits Advisory Committee)
- Thu, May 15, 2003 Executive Committee
- Wed, Jun 4, 2003 Support Staff Bargaining Sub-Committee
- Thu, June 26, 2003 JADRC (Joint Arbitration and Dispute Resolution Committee)

Events

- Tue, May 6, 2003 CEO Task Force
- Wed, Jun 18, 2003 CEO Workshop
- Thu, Jun 19, 2003 Annual General Meeting

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

Bargaining Update

There are six support staff mandates now approved by the Mandate Sub-Committee out of 14 institutions whose agreements expired in 2002 and three institutions whose agreements are expiring in 2003:

- Camosun College for the term of 2002 to 2005
- Douglas College for the term of 2002 to 2005
- College of New Caledonia for the term of 2003 to 2006
- Nicola Valley Institute of Technology which is a one year extension (2003 to 2004) for its CIEA faculty/support agreement.
- Open Learning Agency for the term of 2002 to 2005
- Justice Institute of BC for the term of 2002 to 2005

Only Camosun College is currently in negotiations. The College began bargaining with CUPE in January 2003 and is expecting to settle an agreement by July. As well, labour market adjustment has been approved for two support staff nursing positions at Kwantlen University-College and for NVIT to allow faculty to stay on the common grid for 2003 to 2004.

We will receive institutions' local table updates at the June 4th Support Staff Bargaining Sub-Committee meeting.

A full listing of collective agreement term dates can be found on our [website](#).

Faculty Labour Market Plan

On April 22, 2003, the second phase of the Faculty Labour Market Plan was submitted to PSEC with copies distributed to each institution.

We thank all of our members' Human Resources personnel, Ministry of Advanced Education and PSEC Secretariat for their assistance in developing this project, collecting data for the micro supply section and formulating strategy options for labour market barriers. Your efforts have been invaluable to the completion of the second phase of this project.

Appointments

Greg Conner, Executive Director of Human Resources at Camosun College has been appointed as co-chair of the JCBA (Joint Committee on Benefits Administration).

New on the Website

New [Links](#) on the PSEA Website include:

- Bill 20 - 1997 Public Sector Employers Amendment Act
 - Bill 66 - Public Sector Employers Ammendment Act, 2002
 - Bill 48 - Employment Standards Amendment Act, 2002
 - Bill 28 - Public Education Flexibility & Choice Act, 2002
 - Association of Universities and Colleges of Canada (AUCC)
 - University Affairs Magazine
 - The University Presidents' Council (TUPC)
 - Lancaster House Labour Law Online
 - BC Chamber of Commerce
 - Office of the Information & Privacy Commissioner (BC)
 - University Public Sector Employers' Association (UPSEA)
 - Association of Canadian Community Colleges
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New on the Knowledgebase

The following documents are new additions to the [PSEA Knowledgebase](#):

Presentations

- Follow up to "Inspiring Performance in the Workplace" - Andrea Jacques - presented at Feb 20, 2003 HRC Conference

Compensation

- Definition of Compensation Costs for Faculty Bargaining - March 31, 2001

Queries Policies

- Query #101 - Employee Job Evaluation
- Query #102 - Sick Days Usage
- Query #103 - Employees Requiring Paggers
- Query #104 - Religious Holidays
- Query #105 - Threat of Violence Procedures
- Query #106 - Employee Premiums While on Leave
- Query #107 - Faculty Substitutes

- Query #108 - Eligibility Lists-Postings
- Query #109 - Librarian Absenteeism
- Query #110 - Faculty Student Conflict of Interest

HRDB Reports

- Sick, STD, LTD and WCB Days Usage 2000 and 2001

Interpretations

- Maternity Leave & Recall, Layoff and Other Issues - Feb.2003
- Accrual Entitlements While on Leave - April 2003
- Maternity Leave & Term Appointments - March 2003
- Eligibility for Mat./Parental Leave SEB for Term Employees - March 2003
- LTD Premium Payments - April 2003

Excluded Terms of Employment from the following institutions:

- BCIT
- Capilano
- CNC
- COTR
- Douglas
- ECIAD
- JIBC
- Kwantlen
- Langara
- NLC
- OLA
- OUC
- Selkirk
- UCC
- VCC

People Update

After nine years with PSEA, **Anna Wijisenghe** has made the decision to not return from her maternity leave. We also say farewell to **Karen Foster**, our Labour Relations Assistant. Karen's contract is expiring in May and she will be travelling throughout Europe this summer. We wish Anna and Karen the best in their future endeavours.

The following message is from **Shelley Jah**, Project Manager, CEISS:

It is with both excitement and sadness (and a bit of guilt) that I am writing to inform you that I will be leaving CEISS as of Thursday, April 17th. After 6 years and 5 versions of HRDB and one version of CASE, I can honestly say that I am proud to have been associated with these projects and truly appreciate all the hard work that so many of you have contributed to making these projects a success. As for what's next for me, I am joining a Victoria-based consulting firm as a senior consultant where I will be focusing on website and database development projects in the areas of HR/LR - so who knows, you may not have seen the last of me yet!

I would like to wish you all continued success with this and other endeavours. Thank you again for putting up with all of my nagging over the years, but most of all for your endless support.

The following message is from **Wendy Norman**, Director, Partnerships and Shared Services, CEISS:

I am pleased to inform you that **Anton Boegman** is the new project manager for the Human Resources Database (HRDB) Project. Anton has been with CEISS since 1999 in a variety of project and management roles. His background includes significant experience in working with both education system and public sector clients to successfully deliver information and technology solutions, with particular emphasis on financial and business analysis, improving decision-making systems, enhancing marketing and communications, and project

management. He has an MBA with a specialty in IT management, and is also a graduate of the Royal Military College of Canada.

Anton is well versed with the HRDB project, systems and tools. I am confident that Anton will bring a fresh perspective to this important project and will continue to deliver the level of service and commitment that Shelley so ably displayed during her tenure as project manager.

Anton's phone number is 250-413-4435 and his email is aboegman@ceiss.org. Also, we are pleased that **Scott Shaw** will still continue to handle the data submissions as in the past. Please don't hesitate to contact either Scott or Anton (or me) if you have any questions.

PSEA also welcomes **Anne MacKnight** to the sector. Anne is the new Labour Relations Specialist for North Island College and comes from the Public Service Alliance of Canada where she worked for 23 years in the Education Section occupying positions of National Education Officer, Regional Education Officer and Section Head of Education. Anne received her Bachelor of Administration degree from the University of New Brunswick and undertook graduate studies at the University of British Columbia Faculty of Commerce specializing in industrial and labour relations. During a leave of absence from the PSAC she performed contract work for Public Services International. Anne brings to the College experience as an educator and group facilitator, as well as experience in the areas of program management, policy development, job evaluation, research, contract interpretation, grievance handling and collective bargaining.

Employment Opportunities

PSEA Human Resources Assistant

Contract Position - One Year

Qualifications

- Bachelors Degree in Business Administration, Commerce or Industrial Relations, or BCIT Human Resources Management Diploma or equivalent
- One year experience in a Human Resources or Labour Relations department; preferably for unionized employees
- Exposure to benefits administration; preferably for unionized employees
- Intermediate to advanced knowledge of Microsoft Excel, Access and Word
- Ability to use research databases
- Minimum typing speed 50 wpm
- Strong and demonstrated problem solving and analytical skills
- Excellent written and oral communication skills

Responsibilities

- Compilation and summarization of Labour Relations/ Human Resources policies and collective agreement language
- Current event research concerning bargaining settlements and Labour Relations/Human Resources issues
- Answering queries from senior representatives of Government, and BC Colleges, University-Colleges, Institutes and Agencies
- Daily website maintenance
- Provide minutes of committee meetings in respect to policy and strategy issues
- Logistics management of committee meetings
- Administrative duties which includes office support, filing (hard copy and electronic), collating reports, and minimal front-office and telephone reception
- Special projects as assigned

Competition Closing Date: Friday, May 23, 2003

Please forward resume by email only to ritu@psea.bc.ca

All applicants will be notified once the incumbent has been chosen.

BCIT Labour Relations Officer

As a member of BCIT's Human Resources Department, the regular, full-time Labour Relations Officer will assist with the administration and negotiation of three collective agreements. This individual will be responsible for investigating and preparing responses to grievances and will represent the Institute in various matters relating to Labour Relations including third party hearings. Additional responsibilities include providing specialist labour relations advice, service and support to management regarding the interpretation, administration and application of the Institute's collective agreements, employment standards, Labour Relations Code and other applicable statutes and jurisprudence.

Required Qualifications

- Bachelor's degree in a related discipline
- At least five years current, direct labour relations experience
- Experience administering collective agreements in a multi-union environment
- An equivalent combination of education, training, and experience will be considered
- Strong verbal and written communication skills
- Aptitude for working in a collegial and collaborative environment
- Adaptable interpersonal style

Preferred Qualifications

- Labour relations experience in a public sector environment
- Collective bargaining experience Experience as counsel on behalf of the employer in third party hearings
- CHRP designation

Start Date: ASAP

Competition Number: 03M05

Closing Date: May 6, 2003

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

Only those selected for an interview will be contacted.