

## Ritu Rikhi

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**From:** psea@psea.bc.ca  
**Sent:** Friday, May 12, 2006 2:23 PM  
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# PSEA

## e-bulletin

Communications from the Post-Secondary Employers' Association

PSEA Web

May 12, 2006

### Upcoming Meetings

- Monday, May 29, 2006 - JADRC
- Wednesday, June 7, 2006 - EBAC
- Thursday, June 15, 2006 - EBC
- Thursday, June 15, 2006 - SCHR
- Friday, June 16, 2006 - Board of Directors & Annual General Meeting

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

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### Support Staff Settlements

Six of the sector's seventeen support staff settlements through 2010 were reached by the March 31, 2006 deadline. They are:

- College of New Caledonia / PPWC Local 29 (June 1, 2005 to May 31, 2010)
- Selkirk College / PPWC Local 26 (January 1, 2006 to December 31, 2010)
- Capilano College / COPE Local 378 (April 1, 2006 to June 30, 2010)
- Langara College / CUPE Local 15 (April 1, 2004 to March 31, 2010)
- Emily Carr Institute of Art and Design / CUPE Local 15 (April 1, 2004 to March 31, 2010)
- Vancouver Community College / CUPE Local 15 (October 1, 2004 to September 30, 2010)

All six settlements have now been ratified by the union and the employer (i.e. local board and PSEA board).

Of these six sets of parties, two (CNC / PPWC and Selkirk / PPWC) were detached from the support staff template table in order to be able to reach settlement by the March 31, 2006 settlement deadline that applied to them.

The sector's remaining eleven support staff unions (BCIT, Camosun, COTR, Douglas, JIBC, Kwantlen, Malaspina, NIC, NLC, NWCC, and Okanagan College), whose current agreements expire on June 30, 2006, reached a compensation agreement at the template table on May 9, 2006.

All support staff settlements provide for:

1. an incentive payment of \$4,000 per FTE, with the exception of the template table parties which received an incentive payment of \$4,050 per FTE,
2. annual allocations for 2006-10 of 0.1% of total compensation for labour market adjustment,

3. the long-term fiscal dividend, and
4. a guaranteed annual base wage increase of 2.1% for each of 2006, 2007, 2008, and 2009.

Ratification of most or all of the template table parties' agreements is expected to have been completed by May 31, 2006. Any set of parties that does not settle and ratify by that date must reach settlement by June 30, 2006 to qualify for the incentive payment.

Commendations to all the institutions' bargainers for successfully reaching agreements through to 2010.

Memoranda of Agreements for these settlements can be found on the PSEA [Collective Agreements](#) page of the website.

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

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## Faculty Settlements

Three of the sector's twenty-four faculty settlements for collective agreements through 2010 were reached by the March 31, 2006 deadline. They are:

- Okanagan College / Okanagan College Faculty Association (September 1, 2005 to March 31, 2010)
- Langara College / Langara College Faculty Association (FPSE) (April 1, 2004 to March 31, 2010)
- University College of Fraser Valley / UCFV Faculty & Staff Association (FPSE) (April 1, 2007 to March 31, 2010)

The UCFVFSA settlement is for a bargaining unit that includes both faculty and support staff.

All of these settlements have now been ratified by the union and employer (i.e. local board and PSEA board).

The OCFA and UCFVFSA settlements provide for faculty compensation of:

1. an incentive payment of \$4,000 per FTE,
2. 2006-07 salary as per the common grid for all the sector's other faculty unions, and
3. a me-too salary provision that consists of any 2007-10 general increase to base wages, lump sum fiscal dividend, or special labour market adjustments being made in the form and substance of such payments as negotiated by the sector's employers and their faculty unions for the agreements that expire March 31, 2007 but with a guaranteed annual base wage increase of 2.0% on April 1st of each of 2007, 2008, and 2009.

The UCFVFSA settlement also provides for support staff compensation as described for the six support staff settlements reported above.

The LFA settlement provides for faculty compensation as described above for the OCFA and UCFVFSA settlements but with a guaranteed base wage increase of 2.1% on April 1st of each of 2007, 2008, and 2009.

Commendations to all the institutions' bargainers who have managed to bargain these settlements by the March 31, 2006 deadline.

Memoranda of Agreements for these settlements can be found on the PSEA [Collective Agreements](#) page of the website.

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

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## 2007-2010 Faculty Bargaining

The sector's other twenty-one faculty agreements (one of which, at NVIT, applies to support staff as well) remain in effect through 2006-07 and will be bargained during the coming year towards the incentive settlement deadline of March 31, 2007. It is important that the employers position themselves so that substantive bargaining for the faculty agreements through 2009-10 can begin in the Fall. The incentive deadline is March 31, 2007.

By the end of June the employers should have identified the sectoral bargaining issues and how they would prefer the upcoming bargaining to be structured--i.e. whether at a common table or a template table or all local. For the upcoming round of bargaining the faculty agreements for 2007-10, the March 31, 2007 settlement deadline makes it particularly important that the employers commence bargaining with the faculty unions sooner rather than later.

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## Human Resources Database

The Data Collection Manual for **HRDBv9 2004-2005** was distributed to employers on April 25th, 2006. The deadline for the data submission is Thursday, August 31, 2006.

Our goal is to have **HRDBv8 2004-2005** completed by June 2006. Five institutions that still have not verified their HRDBv8 packages: BCIT, Capilano, CNC, JIBC, UCFV, and VCC. Please make doing so a priority, as we wish to publish the data as soon as possible to cost the collective agreements negotiated.

For any HRDB specific questions, please contact Ross Fleming, Human Resources Analyst (604-895-5085), [ross@psea.bc.ca](mailto:ross@psea.bc.ca) or Marcus Lee, HRIS Assistant (604-895-5087), [marcus@psea.bc.ca](mailto:marcus@psea.bc.ca).

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## Excluded Compensation

PSEA is in the process of planning a meeting with the Minister of Advanced Education Murray Coell, within the next few weeks, to discuss the matter of excluded compensation.

The intent of the meeting is to provide an opportunity for PSEA member employers to inform and advise the Minister with respect to their concerns regarding the recruitment of Presidents and senior academic/non-academic staff within the sector, the impact on their institutions of increasing competition for qualified talent, and the need for a coherent and sustainable framework for determining executive compensation levels.

Further, it is expected that the terms of the Government's Negotiating Framework will be implemented for all excluded staff (except for Presidents/CEOs) following ratification of support staff agreements which is expected by May 31, 2006.

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## People Update

With regret but also with very best wishes we say goodbye to **Liz McKinlay**, Associate Vice-President Human Resources at **Kwantlen University College**. Liz has supported PSEA since its inception and has participated in many committees such as Chair of SCHR, member of the PSEA Board and EBC, and as a member of the 2001-2004 Employers' Bargaining Team at the faculty common table. We wish you a very happy and healthy retirement!

Liz's successor has been chosen and we will welcome **Deborah Harkin** to the sector on May 15th. Deborah joins us from the Provincial Health Services Authority, where she held the position of Corporate Director. In this position, she provided Human Resource leadership and

operational counsel on Human Resource initiatives. Deborah holds a BA (Arts from UVic) and a MA (Business Administration from City University).

**Mark Vernon**, Vice-President, Finance & Administration at **Capilano College**, is leaving the college in the Summer of 2006. Mark has accepted a position as the Executive Director of Operations of the UBC School of Medicine. We thank Mark for his valuable contributions as a member of the 2001-2004 Employers' Bargaining Team at the faculty common table, as Chair of the SFAOs, and as a member of the Human Resources Database Steering Committee and Employee Benefits Advisory Committee. We wish Mark success in his new position.

**Linda McLaughlin** has been selected as **Selkirk College's** new Director of Human Resources. Linda brings with her a Masters of Business Administration from McMaster University, a Bachelor of Business Administration from Simon Fraser University and a Registered Nurse diploma and designation from BCIT.

Linda was the Director of Medical/Surgical Nursing at Burnaby Hospital in the late 1980's and has worked in increasingly complex Human Resources administration and leadership roles since 1991. Please join us in welcoming Linda to the sector and wish her success in her new endeavour.

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## PSEA Website

**New uploads to our Website are:**

### Collective Agreements

- NVIT - FPSE - April 1, 2004 to March 31, 2007
- Malaspina University College - FPSE - April 1, 2004 to March 31, 2007

### Pension Corporation

- Clarification of Pensionable Salary Including Concurrent Employment Salary - Dec 20-05
- BC Pension Corporation - Spring 2006 Employer Education Workshop Brochure and Schedule - Feb 22-06
- CPP Retirement Seminar Letter - March 7-06

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## 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

- BCTF/SD No.36 (Surrey) - Maternity/Parental EI Top--Up Arbitration Award - Nov 30-05
- BCTF/SD No.68 (Nanaimo-Ladysmith) - Seniority - Definition of "Aggregate" - Dec 8-05
- BCPSEA Grievance and Arbitration Updates
- BCPSEA Backgrounder - Freedom of Speech: Court of Appeal Upholds Munroe in a 2-1 decision - Aug 3-05
- BCPSEA Backgrounder - Freedom of Speech: Appeal Not Granted - Feb 23-06
- Retiree Benefits Reduction under Statutory Plan - Mercer Communique - April 25-06

**Research Centre/Benefits**

- Disability Benefits - Employer Liability - Mercer Communique - Dec 21-05
- Faculty Benefits Plan Design Summary - April 3-06
- Support Staff Benefits Plan Design Summary - April 3-06
- Excluded Benefits Plan Design Summary - April 3-06
- Support Staff - Sick Leave, STD, and LTD Plan Design Summary - April 6-06
- Vacation Days Maximum and Years Required to Reach Vacation Maximum - April 20-06
- Faculty Common Disability Plan - Estimated Savings - Mercer - April 18-06

**Research Centre/Clause Summaries**

- Travel Time Compensation for Multi-Campus Institutions - April 3-06

**Research Centre/Compensation**

- Historical Faculty Common Grids 1997-2007 - Dec 12-05
- 1990s Faculty Grids for PSEA Sector - Dec 21-05
- Faculty Common Grids - 2001-2007 - Dec 13-05
- Wage Increase Record for BCGEU - Dec 2003
- Consumer Price Index vs. Union General Increases and COLA, 1985 to 2006 - Jan 20-06
- National Comparison of Faculty Wage Grids - Jan 23-06
- PSEA Compensation and FTE Summary - HRDBv7 (2003-04) - Jan 20-06
- Average Lifetime Salaries - Jan 16-06
- National Comparison of Support Staff Benchmarked Positions - Jan 25-06
- CSSEA - Inter-Provincial Compensation Survey - April 4-06
- 2006 PSEA Support Staff Total Compensation Report - May 2-06

**Research Centre/Demographics**

- PSEA Demographics - Average Age by Employee Group, Institution, Region, and Age Cohort - Dec 12-05

**Research Centre/Legislation & Issues**

- Academic Freedom - Faculty Bargaining Position Paper - May 10-05
- Mandatory Retirement to End in Ontario - Dec 12-05
- BLG - Labour and Employment Law News - Fall 2005 - Dec 2005

**Research Centre/Queries**

- Query #20-2005-P Terms of Reference for HR Committees of the Board - Nov 2005
- Query #21-2005-P Union Sick Banks - Nov 22-05
- Query #22-2005-JD Deans and Department Head Positions - Nov 28-05
- Query #23-2005-P December Holiday Closures - Dec 12-05
- 2005 Queries Summary Table - Jan 31-06
- Query #1-2006-P College Application of Employee EI Reduced Rates - Jan 12-06
- On-Call Compensation for Faculty - Feb 1-06

**Research Centre/Reports**

- Statistics Canada - Education Indicators in Canada Report - April 12-06
- Succession Planning - Workforce in Transition Report by Francine Chatrand - April 2005

**Bargaining Centre**

- BCPSEA - SD45 West Vancouver Settlement Summary for term July 1, 2003 to June 30, 2006
  - BC Government - Public Service Nurses' Bargaining Association for term January 1, 2005 to December 31, 2006
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## Employment Opportunities

### **MALASPINA UNIVERSITY COLLEGE - PRESIDENT**

The Malaspina University-College Board of Governors is embarking on a Presidential Search campaign in response to the recent announcement by President, Rich Johnston, of his intention to retire. As part of that process, a Presidential Search Advisory Committee has been struck to assist the Board in identifying a new President to replace President Rich Johnston, who retires January 2007. In addition, and with the assistance of executive search firm Janet Wright and Associates (JWA), the Board will solicit input from stakeholder groups on the challenges facing Malaspina in the future. Further details and announcements will be posted on the [Malaspina](#) website.

### **BCIT - SYSTEMS ADMINISTRATOR, HUMAN RESOURCES**

BCIT's Human Resources Team is inviting applications for a regular, full-time Systems Administrator. Working closely with the Senior Systems Administrator, the successful candidate will be responsible for providing computer and management information systems support to the Human Resources, Payroll, and Labour Relations operations. A key responsibility of this position will be to coordinate and maintain the Institute's attendance system, which includes running audit reports and designing and distributing quarterly reports to managers. Specific duties and responsibilities include:

- providing accurate and timely information to the BCIT community and external organizations
- analyzing, producing and distributing standard and ad-hoc HRIS reports
- assisting with the investigation and resolution of data processing issues affecting employee pay and benefits
- working in partnership with Computer Resources, coordinating data maintenance activities including analyzing, testing, training and implementing new Banner reporting systems, products and upgrades
- developing and maintaining an inventory of reports including the development and publishing of web-based reports.

In order to provide these services, the successful candidate must also have a basic understanding of Financial Services operations and systems.

#### **Qualifications:**

- Diploma of Technology in Computer Systems
- Minimum three years of related experience or an equivalent combination of education/training and experience
- Experience with mission critical HRIS-Payroll interfaced relational database systems
- Experience with Banner; developing queries and reports using SQL/Plus, COGNOS, and MS Access; Microsoft Word, Excel, electronic mail and Internet software, are essential
- Good understanding of HR practices and systems, as well as experience with statistics and an ability to create graphical representations of data, would be an advantage
- Knowledge of basic accounting and payroll practices
- Excellent communication and interpersonal skills
- Ability to interact positively within a team environment
- Proven ability to work to tight deadlines and changing priorities
- Must be detail-oriented and analytical

**Start Date:** ASAP

**Competition Number:** 06M11

**Closing Date:** May 23, 2006

*To Apply: Visit us online at [www.bcit.ca/jobs](http://www.bcit.ca/jobs) and complete our application form. We are only able to accept applications submitted online.*

### **VCC - HUMAN RESOURCES CONSULTANT**

#### *ADMINISTRATIVE CAREER OPPORTUNITY*

Vancouver Community College is seeking a Human Resources Consultant who will act as a source of expertise and advice to administrators, department heads, supervisors, faculty and

staff at the College on matters pertaining to human resources, labour relations, job evaluation, recruitment and disability management while building and sustaining effective collaborative relationships.

Reporting to the Director, Human Resources, this position assists with supervising the HR Faculty Team and is responsible for assisting the Associate Directors in grievance management, preparing for union negotiations, administering the Collective Agreements, and participating in the recruitment process.

A bachelors degree in a related field and additional courses or education relating to Human Resources are required. Training in conflict resolution is preferred. Working toward a CHRP designation is an asset.

**Commencement Date:** September 2006.

VCC offers a collaborative and supportive work environment with excellent health benefits and a generous vacation package. Visit us online at [www.vcc.ca/hr](http://www.vcc.ca/hr) to find out more about the College and refer to the Human Resources web page for the full job description and Terms of Employment for Administrators.

**Salary Range:** \$57,446 to \$72,330 per annum (under review)

If you are interested in this position, please apply by **May 31, 2006** to:  
Vancouver Community College  
Human Resources Department  
Attention: Sandy Moss  
1155 East Broadway  
Vancouver, BC V5T 4V5

Fax: (604)871-7445  
Email: [smoss@vcc.ca](mailto:smoss@vcc.ca)

#### **VCC - HUMAN RESOURCES SYSTEMS ADMINISTRATOR**

##### *ADMINISTRATIVE CAREER OPPORTUNITY*

Vancouver Community College is seeking a Human Resources Systems Administrator to provide HRIS advice, direction and support to the Human Resources department.

Reporting to the Associate Director, Human Resources, this position is responsible for administering the HR Website and Applicant Tracking System and acting as the technology expert for the department. This position is also responsible for planning, managing, developing or evaluating, implementing and maintaining all computerized records systems pertaining to VCC employees.

Completion of a Diploma of Technology in Computer Systems is required; a degree in a related field is preferred, as well as a Diploma or Certificate in Human Resource Management. A minimum of 4 years related experience is necessary. Expert skills required include: Banner, Visio, Web Design, Excel, Access and Word. Working toward a CHRP designation is an asset.

**Commencement Date:** September 2006.

VCC offers a collaborative and supportive work environment with excellent health benefits and a generous vacation package. Visit us online at [www.vcc.ca/hr](http://www.vcc.ca/hr) to find out more about the College and refer to the Human Resources web page for the full job description and Terms of Employment for Administrators.

**Salary Range:** \$46,492 to \$58,537 per annum (under review)

If you are interested in this position, please apply by **May 29, 2006** to:

Vancouver Community College  
Human Resources Department  
Attention: Sandy Moss  
1155 East Broadway

Vancouver, BC V5T 4V5

Fax: (604)871-7445  
Email: [smoss@vcc.ca](mailto:smoss@vcc.ca)