

## Ritu Rikhi

---

**From:** psea  
**Sent:** Tuesday, May 18, 2004 4:04 PM  
**To:** e-bulletin  
**Subject:** PSEA e-Bulletin May 18, 2004

# PSEA

## e-bulletin

Communications from the Post-Secondary Employers' Association

PSEA Web

May 18, 2004

### Upcoming Meetings

#### Meetings:

- Wednesday, May 26, 2004 - MID Bargaining Team Teleconferences
- June 7 to 10, 2004 - MID Bargaining Dates
- Tuesday, September 28, 2004 - Board of Directors and Annual General Meeting

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

---

### Accreditation and Third Party Review Update

The Third Party Review continues to be consistent with the Terms of Reference established in December 2003 and amended on March 22, 2004 to include a review and recommendations concerning governance and collective bargaining structures. The accreditation of PSEA and the recommendations of the Third Party Review, expected in mid-June 2004, will have implications for the operation of PSEA and will necessitate the development of a new service model with the associated resources.

To facilitate the review process, Peter Cameron released a questionnaire to PSEA members seeking their input on key issues related to bargaining structure, governance and association services. An Executive/ Third Party Steering Committee Meeting open to all board members was held on May 13th to discuss these issues and options with Peter.

If you have not had an opportunity to complete the questionnaire, Peter encourages you to do so as your observations are central to the review process. For information on accreditation, the Third Party Review, and the transition of PSEA from a coordinating association to an accredited bargaining agent can be found on the [PSEA Knowledgebase](#) in the **About PSEA - Transition to Accreditation** section.

Questions concerning this information or 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)

---

### Support Staff Bargaining Update

14 support staff collective agreements expired in 2002, another 2 expired in 2003, and 5 expired on March 31, 2004. The current status of each of these with respect to the Employers' bargaining mandate is:

- 14 mandates approved (BCIT, Camosun, CNC, COTR, Douglas, JIBC, Kwantlen, NVIT, North Island, Northern Lights, Okanagan, OLA, Selkirk, UCC)
- 5 mandate requests not yet submitted: ECIAD, Langara, NVIT, NWCC, and VCC. Capilano and Malaspina mandates are in progress.

### Settlements

On January 8, 2003 the **College of the Rockies** and its CUPE support staff union both ratified a bargaining settlement for three years (July 1, 2002 to June 30, 2005), for zero increase in compensation, and with no compensation trade-offs, labour market adjustment, goal sharing, or new / higher standards for the sector. The settlement is within mandate.

On January 21, 2004 **Camosun College** and its CUPE support staff union ratified a bargaining settlement for three years (July 1, 2002 to June 30, 2005). The College and the Union were able to provide for increases to compensation while remaining within the government's fiscal bargaining mandate that there be no net increase to compensation costs over the life of the agreement. The Camosun College press release is available under [bargaining news](#).

On April 22, 2004 **College of New Caledonia** and its PPWC support staff union ratified a bargaining settlement for two years (June 1, 2003 to May 31, 2005). The settlement was a straight rollover with no changes in compensation or any other provisions of the collective agreement. The settlement is within mandate.

### The status of local bargaining is as follows:

#### BCIT

Bargaining commenced March 2003. BCIT is making progress in resolving language issues and discussions on "money" have been very general in nature so far. Bargaining sessions are one day/week basis. Bargaining dates scheduled for June.

#### Capilano College

OPEIU served notice to bargain February 2003. The mandate request is in process.

#### Douglas College

Bargaining commenced June 11, 2003 and mediation was scheduled for late October 2003. Douglas has bargained to impasse on the issues of the Common Agreement and March 31/04 expiry date. BCGEU has indicated that it will apply to the LRB for a determination on the status of the common agreement clauses. Douglas will proceed with application to the LRB with respect to this issue.

#### Emily Carr Institute of Art & Design

The Support Staff collective agreement expired on March 31, 2004. The union has elected its bargaining committee. No discussions have begun or meetings scheduled.

#### Justice Institute of BC

Bargaining was scheduled to commence on October 14, 2003. Bargaining dates in April and early May were cancelled or post-poned. New dates have been scheduled for May 26 & 27, 2004.

#### Kwantlen University College

The request for bargaining letter (from Employer) was sent to the BCGEU on July 24, 2003. Protocol discussions occurred in October 2003 and bargaining continued in November and December 2003. Bargaining has been scheduled for June 7th to 9th.

#### Langara College

The Support Staff collective agreement expired on March 31, 2004. There have been informal discussions between the parties.

#### Malaspina University College

Bargaining has commenced with CUPE. The institution issued the letter of notice (i.e. termination of specified Common Agreement provisions). The institution is proposing to rollover the current collective agreement. The mandate request is in process.

#### Nicola Valley Institute of Technology

The collective agreement expired on March 31, 2004. NVIT and its union settled a faculty/support staff 2003-2004 extension. NVIT has joined the MID table for faculty bargaining.

**North Island College**

Bargaining commenced February 24, 2004 and continued on March 16th and 23rd. NIC has a temporary representative at this time who is busy negotiating in the municipal sector. Some Employer proposals include: recall list, more time off, flexible hours of work, optometrist issues. Some Union proposals include: Remove sick leave accumulation to 120 days and increase number of students that can be hired by NIC. Bargaining dates have been postponed until May.

**Northern Lights College**

Bargaining commenced in October 2003. Common Agreement provisions are part of the likely impasse. NLC and BCGEU met December 2, 2003. Bargaining sessions occurred in February 2004.

**Northwest Community College**

Union proposals were received in July 2003. BCGEU and the college signed a protocol agreement and exchanged proposals. The parties met in October and December 2003. The mandate request has not yet been submitted. Bargaining has not since resumed.

**Okanagan University College**

Bargaining commenced in June 2003. The only significant outstanding issues are monetary. Bargaining sessions are currently on hold.

**Open Learning Agency**

Bargaining commenced Feb 18, 2003 and is progressing. OLA has made BCGEU an offer to settle which they have rejected. BCGEU tabled a counter proposal in response to that offer that contains, among other things, a continuation of the Common Agreement and large monetary demands. The parties last met on Jan 29/04. At that time, the employer advised them of the following: "with such a substantive gap between the Agency/Sector mandate and the BCGEU's offer to settle, we have no option but to reject it". OLA will not be providing a counter-offer; however are prepared to meet with the union at any time. There have been no requests for meetings to date and the college does not expect to hear from the unions in the near term.

**Selkirk College**

The collective agreement expired on December 31, 2003. PPWC has indicated that they are ready to commence bargaining. Selkirk is in bargaining preparation. The mandate request has been approved.

**University College of the Cariboo**

UCC and CUPE Local 900 agreed to open bargaining on December 18th and the parties exchanged proposals. The union tabled local provisions, SS Common Agreement, and the Accord. The Employer delivered express written notice to terminate the common agreement. Bargaining dates have been set for April 28 & 29, 2004.

**University College of the Fraser Valley**

Mandate request has been approved. Bargaining is ongoing.

**Vancouver Community College**

Bargaining has not commenced. Mandate request is yet to be submitted.

Institutions are asked to submit both union and employer proposals to the [PSEA Knowledgebase](#) as soon as possible to foster bargaining communications and coordination.

**Faculty Bargaining Update**

19 Faculty collective agreements expired on March 31, 2004; BCIT's Vocational collective agreement expired on April 1, 2004 and its Faculty collective agreement will expire on June 30, 2004.

The **UCFV** mandate proposal was conditionally approved by the Mandate Sub-Committee on May 11, 2004. No other mandate requests have been submitted. A few institutions have begun preliminary discussions (BCIT and Kwantlen).

**MID**

Nine institutions, representing 11 collective agreements, are participating in the **MID** (Multi-Institutional Discussions) table: CNC, COTR, Douglas, NVIT, NIC, NLC, NWCC, Selkirk, and

VCC. The MID bargaining team met on May 12, 2004. The MID Mandate Proposal will be submitted to the Mandate Sub-Committee in the next two weeks. Protocol discussions are expected to conclude on May 27th and bargaining dates have been scheduled from June 7 to June 10, 2004.

---

## Knowledgebase Revamp Launch

PSEA is pleased to announce the launch of the first phase of our new Knowledgebase. Institutions' Presidents and members of the Employers' Bargaining Conference (EBC) now 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.

The Knowledgebase is now divided into nine components located in the vertical buttons on the left side of the screen:

- Bargaining Centre
- Research Centre
- Arbitrations
- Interpretation Database
- CASE
- HRDB
- About PSEA
- FAQ
- Chatroom

**Results** for the Bargaining Centre and Arbitrations components are based on the selection of the **employee group** chosen from the horizontal buttons on the top of the screen: **Faculty** and **Support Staff**. In the Research Centre, two additional employee groups are added: **Excluded** and **Executive**. Results can be sorted alphabetically or by the date the document was created. The **Search Engine** to obtain advanced results will be completed by June 2004.

The **Bargaining Centre** has four sections: The **Status** section provides the latest report on MID and local collective bargaining as well as settlement details on our sector and other public sector employers in BC. In **Materials**, PSEA documents, summary reports, and forms relating to faculty and support staff bargaining can be found. The **Chatroom** provides a further resource for communications during bargaining amongst the PSEA Secretariat and its members, within institutions human resources departments, or between institutions. The **Proposals** section is designed to:

- allow the MID bargaining team and institutions to upload information on the latest developments in bargaining,
- facilitate communication during negotiations between member institutions on an on-going basis, and
- highlight key issues and discuss possible solutions.

The **Research Centre** provides access to PSEA research on a variety of areas including:

- entitlements, utilization rates, and comparisons of employee compensation, benefits, and pension plans,
- collective agreement clause summaries and analyses,
- queries regarding collective agreement application, human resources policies, and job descriptions and salary ranges
- HRDB reports and custom queries including employee headcount, FTE, demographics, seniority, credentials, total compensation, sick/STD/LTD utilization, etc.,
- reports, advice, and interpretive summaries on specific labour relations issues such as mandatory retirement, paramedical benefits, and Bill 28,
- PSEA, Government, Mercer Human Resource Consulting, Watson Wyatt, Harris and Company, and HRC Annual Conference presentations.

The **Arbitrations** component includes recent arbitration cases in our sector and relevant arbitrations at other BC public sector employers. For several arbitrations, PSEA summaries are provided. Institutions are asked to submit to PSEA local arbitration awards that are relevant to the sector. Electronic copies are preferable.

In **About PSEA**, information can be found on PSEA orientation and background information,

mandate, constitution and bylaws, contact lists, and forms. A sub-section has been created specifically for the **PSEA transition to accreditation** where related reports, discussion papers, bylaw amendments and materials for the Third Party Review can be found. Frequently asked questions to the PSEA Secretariat are located in the **FAQ** component that is scheduled to be completed by the end of May 2004.

The **Interpretation Database** is currently in development for the Faculty and Support Staff Common Agreements. PSEA hopes to have this section of the Knowledgebase completed by the end of this year. In the meanwhile prior interpretative summaries are available in the Research Centre.

The **HRDB** (Human Resources Database) component is also in development. The PSEA HRDB staff are working on completing an online tutorial and a helpdesk for technical support. This component will be a link to our public website where union representatives will also have access to these features.

There is a link to **CASE** (Collective Agreement Search Engine) that allows you to search and create reports on specific articles from each of the Faculty and Support Staff collective agreements in our sector.

#### Access

The Knowledgebase is accessible only to Presidents, Executive members, and excluded Human Resources and Finance personnel employed by our [member institutions](#) as well as MAED and PSEC. Excluded staff must provide PSEA with **written permission** from their manager to obtain a password. Access to the Knowledgebase is not granted to unionized faculty, vocational, or support staff employed by our member institutions, or individuals outside our membership.

Please contact Shubhneet Ark at [shubhneet@psea.bc.ca](mailto:shubhneet@psea.bc.ca) to obtain a password.

---

## HRDB

The HRDBv6 2002-2003 is expected to be completed in June 2004 dependent upon institutions returning verified data to PSEA as soon as possible.

The HRDBv7 2003-2004 Data Collection Manual will be forwarded to institutions in the next week.

---

## Appointments

**Hugh Finlayson**, CEO of the BC Public School Employers' Association has been appointed as the Interim Executive Director for the accreditation transition period to assist in the operation of the Post-Secondary Employers' Association and with the Third Party Review.

**Rod MacDonald**, Vice-President Finance and Facilities at North Island College, has been appointed as a member of the Mandate Sub-Committee.

**Ross McKinnon**, Manager of Pensions & Benefits at Douglas College, has been appointed as a member of the Employee Benefits Advisory Committee.

---

## People Update

**Elaine Kahlke**, Director of Human Resources at College of New Caledonia, is leaving the college effective May 28, 2004. Elaine has accepted a position as Manager of Human Resources with the University of Alberta. We thank Elaine for her contributions to the Employers' Bargaining Conference and wish her the best in her future endeavours.

**Valerie Cochran**, Vice-President of Human Resources at Capilano College, has announced her retirement from the college at the end of this year. We thank Valerie for her valuable contributions to the PSEA Board of Directors, Executive Committee, Joint Administration

Dispute Resolution Committee, Contract Administration Committee, Pension Partners, Employers' Bargaining Conference, and the Human Resources Committee.

**John Blakely**, Executive Director, Labour Relations Planning at PSEC, has accepted a new position with the Ministry of Skills Development & Labour as Director of Policy and Legislation. We are grateful to John for his knowledge and expertise to PSEA, most notably for the Excluded Compensation Review Committee, Bill 66, and the development of the 2003 PSEA Faculty Labour Market Plan.

**Lynn Joly**, Director of Human Resources at University of the Cariboo, has been seconded to the Open Learning Agency to lead its transition to the University College of the Cariboo. **Dan Haley**, has been appointed as the Interim Director of Human Resources.

**Dr. Peter Meekison**, former Vice-President Academic at the University of Calgary is the new public administrator for Okanagan University College. **Dr. Peter Ricketts**, former Vice-President Academic at OUC, has been appointed as Acting President.

**John Dafoe** has been hired as the new Director of Human Resources at Northwest Community College. John has spent the last nine years working with the Ministry of Skills Development and Labour in Terrace. He will be representing NWCC on the Faculty MID Bargaining Team.

PSEA is pleased to announce that **Ross Fleming** has joined the Secretariat in the capacity of HRIS Specialist. Ross was formerly with Heath Benefits Consulting and has a BCIT Diploma in Human Resources Management and BA in Psychology from the University of Victoria.

## Employment Opportunities

### Capilano College - Vice-President, Human Resources

Capilano College is nestled in a natural environment on the slopes of the North Shore and has regional campuses in Squamish and Sechelt that serve the communities of Howe Sound and the Sunshine Coast. It serves 7,200 credit and 7,000 non-credit students annually offering a complete range of preparatory courses, university transfer courses, business and management studies, creative and applied arts programs, health and human services programs, plus a range of services in support of student learning and success. Credentials awarded include bachelor degrees, associate degrees, post-baccalaureate diplomas, advanced diplomas, diplomas, certificates and statements of completion.

As of October 2003, Capilano College had 203 staff members, 532 faculty and 28 administrators for a total of 763 full time employees (FTE).

In this role you will have responsibility for managing specific strategies and action plans for Human Resources and labour relations within Capilano College. The emphasis will be on contract negotiations, faculty and staff relations, and management of human resource strategy. Developing partnerships and strategic alliances with the Office and Professional Employees International Union and the Capilano College Faculty Association will be a significant component of your role. You will also ensure that all day-to-day operations are managed effectively and efficiently.

As the ideal candidate you have a bachelors degree in a related field with seven to ten years of experience in a senior leadership role in either the public or private sector. Your experience is enhanced by excellent consensus building and management skills and the ability to maintain positive relationships inside and outside the College Community. Experience in planning and delivery of educational programs and a C.H.R.P. designation would be an asset.

To apply, please forward your résumé and a brief covering note, in confidence, to the attention of George Madden or Charles Mah at:

PINTON FORREST & MADDEN/ EMA PARTNERS INTERNATIONAL  
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](mailto:pfm@pfmsearch.com)