

**COMMON AGREEMENT**

**between**

**The Employers' Bargaining Committee  
on behalf of member institutions  
ratifying this Common Agreement**

**and**

**The Provincial Bargaining Council  
on behalf of the trade unions  
ratifying this Common Agreement**

**March 30, 2001**

**LIST OF THE COMMON PARTIES**

Employers' Bargaining Committee on behalf of:

College of New Caledonia, College of the Rockies, Camosun College, Capilano College, Douglas College, Institute of Indigenous Government, Kwantlen University College, Malaspina University College, North Island College, Northern Lights College, Northwest Community College, Selkirk College, University College of the Cariboo, Vancouver Community College.

Provincial Bargaining Council of College Institute Educators' Association (CIEA) and BC Government & Service Employees' Union on behalf of:

Academic Workers' Union (CIEA Local 11), BC Government and Service Employees' Union (BCGEU), Faculty Association of the College of New Caledonia (CIEA Local 3), College of the Rockies Faculty Association (CIEA Local 6), Camosun College Faculty Association (CIEA Local 12), Capilano College Faculty Association (CIEA Local 1), Cariboo College Faculty Association (CIEA Local 2), Douglas College Faculty Association (CIEA Local 4), Institute of Indigenous Government Staff and Faculty Association (CIEA Local 18), Kwantlen College Faculty Association (CIEA Local 5), Malaspina College Faculty Association (CIEA Local 8), North Island College Faculty Association (CIEA Local 16), Selkirk College Faculty Association (CIEA Local 10), Vancouver Community College Faculty Association (CIEA Local 15).

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**DEFINITIONS**

"*Agreement*" or "*Common Agreement*" means this Agreement reached between the Employers and the Provincial Bargaining Council and its constituent bargaining units as described in the Protocol dated February 21, 2001.

"*Collective agreement*" means the combination of provisions of the Common Agreement with local provisions that constitute a collective agreement between an institution and a local union.

"*Employee*" means a person employed within a bargaining unit represented by a union participating in the Provincial Bargaining Council ratifying the Common Agreement.

"*Employer(s)*" or "*Employer*" means institutions ratifying the Agreement.

"*Institution*" means a college, university college, institute or agency created under the *College and Institute Act, Open Learning Agency Act or Institute of Technology Act* that has ratified the Common Agreement.

"*Joint Administration and Dispute Resolution Committee*" or "*JADRC*" means the committee established under Article 3.2 below.

"*Joint Labour-Management Committee*" means a committee formed by local parties with equal representation from a local union and an institution.

"*Local parties*" means the institution and local bargaining unit where both have ratified this Agreement.

"*Local provision*" means a provision of a collective agreement established by negotiations between an individual employer and a local union.

"*Local union*" means a bargaining unit representing employees at an institution that has ratified this Agreement.

"*Ministry*" means the Ministry of Advanced Education, Training and Technology.

"*Parties*" or "*Common Parties*" means the Employers and Unions identified in the Protocol Agreement of February 21, 2001 that have ratified this Agreement.

"*Post-Secondary Employers' Association*" or "*PSEA*" means the Employers' association established for post-secondary colleges and institutes under the Public Sector Employers' Act.

"*Provincial Bargaining Council*" means a council of the BC Government and Service Employees' Union (BCGEU) and the College Institute Educators Association (CIEA) formed for the purpose of negotiating this Agreement.

"*Ratification*" means the acceptance by an institution and a local union of the terms of the Common Agreement pursuant to the protocol of February 21, 2001.

"*Union*" means a faculty association or trade union certified as a bargaining agent.

**ARTICLE 1 - PREAMBLE****1.1 Purpose of Common Agreement**

**1.1.1** The purpose of this Agreement is to establish and maintain orderly collective bargaining procedures between the Parties.

**1.1.2** In order to promote the efficient and effective operation of the institution through the establishment and continuance of harmonious relations and working conditions established under the collective agreement, and to assist in the development and expansion of the public post-secondary system, the Parties therefore agree to the following terms of contract.

**1.2 Future Legislation**

In the event that any future legislation renders null and void or materially alters any provision of this Agreement, the Parties hereto will negotiate a mutually agreeable provision to be substituted for the provision so rendered null and void or materially altered. All other provisions of the Common Agreement shall remain in full force and effect.

**1.3 Conflict with Policies**

Every reasonable effort will be made to harmonize Employer policies with the provisions of this Agreement. In the event of a conflict between the contents of this Agreement and any policies made by the Employer, the terms of this Agreement will prevail.

**1.4 Singular and Plural**

Wherever the singular is used in the Common Agreement, the same shall be construed as meaning the plural if the context requires unless otherwise specifically stated.

**ARTICLE 2 - HARASSMENT****2.1 Statement of Commitment**

The colleges and institutes promote teaching, scholarship and research and the free and critical discussion of ideas.

Unions and Employers are committed to providing a working and learning environment that allows for full and free participation of all members of the institutional community. Harassment undermines these objectives and violates the fundamental rights, personal dignity and integrity of individuals or groups of individuals. Harassment is a serious offence that may be cause for disciplinary sanctions including, where appropriate, dismissal or expulsion.

The colleges and institutes have a responsibility under BC's Human Rights Code to prevent harassment and to provide procedures to handle complaints, to resolve problems and to remedy situations where harassment occurs.

The Employer will offer educational and training programs designed to prevent harassment and to support the administration of the institutional policies and to ensure that all members of the institutional community are aware of their responsibility with respect to the policy.

## 2.2 Definitions

**2.2.1** Harassment is a form of discrimination that adversely affects the recipient on one or more of the prohibited grounds under the BC Human Rights Code [R.S.B.C. 1996 c.210].

Harassment as defined above is behaviour or the effect of behaviour, whether direct or indirect, which meets one of the following conditions:

- (a) is abusive or demeaning;
- (b) would be viewed by a reasonable person experiencing the behaviour or effect of the behaviour, as an interference with her/his participation in an institutional related activity;
- (c) creates a poisoned environment.

As of this date, the grounds protected against discrimination by BC's Human Rights Code [R.S.B.C. 1996 c.210] are age, race, colour, ancestry, place of origin, political belief, religion, marital status, physical or mental disability, sex, sexual orientation and, in the case of employment, unrelated criminal convictions.

**2.2.2** Sexual Harassment is behaviour of a sexual nature by a person who knows or ought reasonably to know that the behaviour is unwanted or unwelcome; and

- (a) which interferes with another person's participation in an institution-related activity; or
- (b) leads to or implies employment, or academically-related consequences for the person harassed; or
- (c) which creates a poisoned environment.

## 2.3 Procedures

### 2.3.1 Mediation

When a complaint is received by the Employer involving an individual covered by this collective agreement, the local parties will initiate a mediation procedure at the bargaining unit level. The mediation process is the recommended avenue of resolution.

Consensual mediation will require the agreement of the complainant and the alleged harasser to use the following process:

- (a) the local parties will discuss the nature of the complaint and agree upon who will conduct the mediation;
- (b) the mediation process and resolution will be kept strictly confidential by all participants;
- (c) where a resolution is reached, the complainant and the alleged harasser must agree in writing to the resolution and the matter will then be considered concluded;
- (d) no record of the mediation except the written agreed resolution will be placed on an employee's file. The written resolution will be removed from the employee's file after 12 months unless there has been a

subsequent complaint of harassment against the employee within the 12 month period.

### **2.3.2 Investigation**

Where either the complainant or alleged harasser does not agree to mediation, or no resolution is reached during the mediation, the complaint will be referred to an investigator selected from a list of investigators agreed upon by the local parties.

An investigator will be appointed within ten (10) working days of referral.

Where the local parties are unable to agree on a list of investigators, JADRC will determine the list. (See Appendix B.)

The referral should, where possible, include a written statement from the complainant and the alleged harasser which succinctly outlines the issue(s) in dispute. The referral should be assembled by the Institution and forwarded to the Investigator with a copy sent to the Union(s).

The appointment of an investigator does not preclude an investigator from mediating the dispute where possible.

Any complaint of harassment will be kept confidential except as is necessary to investigate and resolve the issue. Investigators will stress the confidentiality of the investigation with the person(s) interviewed.

### **2.3.3 Terms of Reference of the Investigator**

- (a) The purpose of the investigator will be to ascertain facts.
- (b) All persons quoted in the investigation will be named by initials.
- (c) The report of the Investigator will be given, in confidence, to the Union(s) and the Employer. It is the responsibility of the Employer to forward a copy of the report to the complainant and the alleged harasser. The Employer will state, in a covering letter, that the report is confidential. The report should refer to individuals involved by initials only. However, a key will be provided to the Employer and the Union(s) for internal use. This practice should be repeated at any subsequent arbitral proceeding.
- (d) The report will not be introduced as evidence or have standing in any arbitration, or other legal procedure. This does not preclude the parties from reaching an Agreed Statement of Fact based upon facts in the report in preparation for an arbitral proceeding.
- (e) Reliance on Report of Third Party Investigator

Despite 2.3.3 (d), an institution is entitled to rely on the fact of mediation or the report of a third party investigator as evidence that may mitigate liability in a proceeding that follows receipt of the third party investigator's report.

The Employer is entitled to rely on the investigator's report as evidence that it acted in good faith in any disciplinary action that it undertook



following receipt of the third party investigator's report where the issue of good faith is raised by a grievor or the union.

- (f) The investigator will not be compellable as a witness in any arbitration or other legal procedure which may result from the investigation.
- (g) The investigator will conclude her/his work within ten (10) days of appointment and will render a report within a further five days. These timelines may be extended if deemed appropriate by the local parties. If a dispute arises with respect to the extension, the matter will be referred to JADRC. If requested by the investigator, the Employer will provide meeting space and contact information about persons to be interviewed.
- (h) The investigator may, as part of her/his report, make recommendations for resolution of the complaint.
- (i) The investigator's report will not be placed on an employee's file.

## **2.4 Findings**

**2.4.1** The Employer will make a written determination based upon the facts and recommendation, if any, within ten (10) working days of the receipt of the Investigator's report. If necessary, this timeline may be extended by mutual agreement between the local parties.

**2.4.2** The determination will:

- (a) state the action(s), if any, to be taken or required by the Employer.
- (b) include, where appropriate, a statement of exoneration.

## **2.5 Rights of the Parties**

Should a complainant file a complaint under the provisions of the Human Rights Code, it is understood that the Human Rights Code complaint will be set aside until such time as the procedures under this article have been completed.

Where an allegation includes both complaints under the Human Rights Code and a personal harassment complaint, the local parties may agree to have the Investigator investigate all of the complaints, in order to relieve against expense and duality of process.

**2.5.1** The above noted procedure does not restrict:

- (a) The Employer's right to take disciplinary action;
- (b) The Union's right to grieve such disciplinary action or to grieve an alleged violation of this article.

**2.5.2** The report of the investigator may be used in the development of an Agreed Statement of Fact for an arbitral proceeding.

## **2.6 False Complaints, Breaches of Confidentiality and Retaliatory Action**

Frivolous, vexatious or malicious complaints of harassment or breaches of the confidentiality provisions of this clause or retaliation in respect of a complaint may result in discipline.

Should retaliation be alleged following the filing of a complaint, an Investigator may deal with that allegation and make a finding.

## **2.7 Local Discussion**

The local parties will meet as necessary to facilitate the administration and other aspects of the application of this article including issues arising under 2.8 below. The local parties may refer any differences over the administration or application of this article to JADRC for resolution.

## **2.8 Relation to Other Agreements**

Where a complaint under Article 2 involves individuals who are covered by another collective agreement the local parties will meet to clarify and agree upon a procedure.

# **ARTICLE 3 - EMPLOYER/UNION RELATIONS**

## **3.1 Human Resources Database**

The Parties believe that their on-going and collective bargaining relationships are enhanced through useful, timely and accessible data on relevant human resources matters, including those listed below.

The Parties agree to provide and support the accumulation and dissemination of available data to the Centre for Education Information Standards and Services, or some other mutually agreed upon organization. The Parties may undertake joint projects for the comparative analysis of such data.

The Parties agree that a Steering Committee will oversee this program. The Committee will include representatives designated by each Party.

The Parties recommend that the Ministry of Advanced Education, Training and Technology continue to provide funding to assist in the gathering, analysis, and maintenance of such data through the agreed-upon organization.

### **3.1.1 Relevant Matters include:**

- (a) Health and Welfare
  - (i) Types of coverage
  - (ii) Participation rates
  - (iii) Premiums
  - (iv) Cost sharing
  - (v) Commission costs
  - (vi) Available studies commissioned by Government agencies (e.g. comparative benefit analysis)
  - (vii) Carrier contracts
- (b) Collective Bargaining
  - (i) Salary information by classification
  - (ii) Demographics: age, sex, salary, placement, status
  - (iii) Analysis of local collective agreements within the system
  - (iv) Pension plan participation rates

- (c) Contract Administration
  - (i) Arbitration, Labour Relations Board, JADRC, Harassment, Jurisdictional and other third-party decisions and costs thereof for the system
  - (ii) Local Letters of Understanding

## **3.2 Joint Administration and Dispute Resolution Committee**

### **3.2.1 Formation and Composition**

The Parties to this agreement will maintain a Joint Administration and Dispute Resolution Committee (JADRC) consisting of five (5) representatives of the Employers and five (5) representatives of the Provincial Bargaining Council.

### **3.2.2 Operation**

Meetings of JADRC shall be held as needed. A meeting shall be called within twenty (20) days of the written request of either party unless mutually agreed otherwise. A minimum of 6 representatives with equal representation from the Common Parties will constitute a quorum. JADRC will set its own procedures and protocols. All decisions of JADRC will be mutual decisions between the Parties and will be recorded or confirmed in writing.

### **3.2.3 Purpose**

The purpose of JADRC is to:

- (a) Assist in the administration of collective agreements.
- (b) Provide a forum for dialogue between the Parties respecting issues impacting labour relations.
- (c) Provide a means for resolving issues pertaining to the implementation, interpretation and resolution of matters arising from the Common Agreement.
- (d) Appoint an umpire(s) or arbitrator(s) as applicable for:
  - (i) Jurisdictional Disputes Resolving process
  - (ii) Suspension and Discharge Grievance Resolution
  - (iii) Common Agreement Dispute Resolution
- (e) Develop strategies to reduce arbitration and related costs.

### **3.2.4 Common Agreement Dispute Resolution**

Where a dispute arises concerning the interpretation, application, operation or alleged violation of this Agreement, the local parties will refer the dispute to JADRC using the Dispute Referral Form at Appendix C to this Agreement. Such referral would occur after the local grievance procedure is exhausted or deemed completed by agreement of the local parties.

JADRC will act as the registrar for referred disputes and will forward the matter to an arbitrator, within thirty (30) calendar days of the receipt of the dispute by JADRC's designated registrar. (See Appendix D for the list of arbitrators.)

Notwithstanding the referral of a dispute to an arbitrator, the local parties may mutually agree to request that JADRC attempt to resolve the matter through a pre-hearing discussion at the JADRC level. Where JADRC reaches a mutual decision on a matter referred, the decision will be final and binding upon the local parties.

Prior to an arbitral hearing, and in the absence of any JADRC decision, the local parties may resolve a dispute which relates to the interpretation, application, operation or alleged violation of this Agreement. The resolution is without prejudice or precedent.

### **3.2.5 Process and Costs**

A matter referred to an arbitrator will be scheduled and heard within sixty (60) calendar days of referral unless otherwise mutually agreed by the local parties. Decisions will be final and binding except as provided by Section 99 of the Labour Relations Code.

Arbitral decisions shall be rendered within fifteen (15) calendar days of the conclusion of the hearing. Time limits may be altered by mutual agreement between the parties.

An arbitrator has the authority to order pre-hearing disclosure and to act as a mediator provided such action does not unduly delay a decision.

Each local party will be responsible for its own costs. The costs of the arbitrator will be shared by the local parties.

### **3.2.6 Suspension and Discharge Grievance Resolution**

Where a grievance is filed concerning the suspension or discharge of an employee, and after the local grievance procedure has been exhausted or deemed completed by agreement of the local parties, either party may refer the grievance to JADRC. JADRC's designated registrar will refer the grievance to an arbitrator within thirty (30) calendar days of the registrar's receipt of the grievance. (See Appendix D for the list of arbitrators.) It is understood that the actual number of hearing days will not exceed three (3) days unless otherwise agreed by the local parties or as directed by the arbitrator.

Process, timelines and costs will be in accordance with Article 3.2.5.

## **3.3 Jurisdictional Dispute Resolving Process**

### **3.3.1 Preamble**

The purpose of this article is to outline a jurisdictional dispute resolution process which is equitable, expeditious and reflects the desire of the Parties to promote effective working relationships.

The Parties agree that the following process will be used in the event of a dispute respecting the appropriateness of a bargaining unit placement where the institution introduces a new position or significantly revises an existing position.

### **3.3.2 Process**

- (a) When requested, the institution will provide a bargaining unit position or job description to the Union(s) certified at the institution. The Union may request such things as a draft job posting, job description, course outline, organizational chart, and other relevant information. The institution will make every reasonable effort to respond to the request within seven (7)

days of receipt of the request, but not later than thirty-one (31) days of receipt of the request.

- (b) For a new position or when a significant change has occurred, a local party may request a meeting pursuant to 3 below, to resolve any dispute which may arise concerning the appropriateness of bargaining unit placement.
- (c) When requested, the local parties will meet within twenty-one (21) calendar days. Every effort will be made to reach agreement on the appropriate bargaining unit placement.
- (d) When there remains a dispute a local party may refer the matter within thirty (30) calendar days to a Jurisdictional Assignment Umpire it selects from a list of Umpires appointed by the JADRC.
- (e) The referral will include a brief outline of the particulars of the dispute, a summary of the party's position on the matter and copies of documents upon which the party intends to rely. A copy of the referral and documents will be sent to each Union certified and the institution.
- (f) The Umpire will convene a hearing within twenty-one (21) days of receipt of the initial referral.
- (g) The Umpire will direct an exchange of particulars and documents upon which the parties intend to rely no later than seven (7) days prior to a hearing of the matter.
- (h) The hearing will be expedited in all respects and conducted on an informal basis.
- (i) The expenses and fees of the Umpire will be borne equally among the parties involved in the dispute.
- (j) In determining the appropriateness of bargaining unit placement, the Umpire shall consider:
  - (i) job elements;
  - (ii) past practice;
  - (iii) impact on industrial relations;
  - (iv) community of interest;
  - (v) employee preference, fairness and equity;
  - (vi) certification definition(s);
  - (vii) and such other factors as deemed appropriate by the Umpire.
- (k) The Umpire will render a decision within twenty-one (21) days after the conclusion of the hearing.
- (l) The parties will accept the decision as final and binding on each of them.

### **3.4 Contract Training and Marketing Society**

- 3.4.1** The Parties will continue a system Contract Training and Marketing Society (CTM) to facilitate, enhance, and support the initiatives of participating member institutions.

The Parties agree to work together to assist the CTM to achieve its objectives as set out below.

**3.4.2 Objectives of the Contract Training & Marketing Society**

- (a) To increase the contract training opportunities of institutions in the public post-secondary education system through entrepreneurial and revenue generating training and education courses, programs and projects.
- (b) to develop alliances and partnerships between colleges and institutions, governments, community groups, agencies, employers, unions, international education agencies and others in order to support courses, programs and services.
- (c) to assist institutions to be responsive to the contract training and learning needs of governments, agencies, employers, unions and community groups.
- (d) to enhance employment opportunities within the system
- (e) to facilitate the development of programs and services in response to contract training needs
- (f) to assist institutions in the establishment, development and enhancement of contract training capacities
- (g) to effectively market contract training and service abilities of the public post secondary system
- (h) to assist institutions to design contract training activities
- (i) to provide a mechanism for institutions to work together as a system, such as a consortium, in order to deliver contract training activities
- (j) to provide a single contact point or referral agency when desired between purchasers of contract training activities and institutions with the capacity to deliver the programs and/or services
- (k) to enable institutions to produce surplus revenues in support of the institution

**3.4.3 Structure of the Contract Training & Marketing Society**

- (a) Membership:
  - (i) One representative from each institution, one representative from each bargaining unit and one representative of the Ministry of Advanced Education, Training and Technology
  - (ii) Despite (a) above, there will only be one vote per institutional member and one vote per institution for faculty/instructor representation.
- (b) Directors:

Six (6) directors appointed by the Council of Chief Executive Officers and six (6) directors appointed by the Provincial Bargaining Council and one member appointed by the Ministry of Advanced Education, Training and Technology

- (c) Membership Activities:  
Approval of the annual business plan of the Society
- (d) Director Activities:  
Supervise and report the activities of the Society
- (e) Society Activities:
  - (i) to develop appropriate annual financial/business plans
  - (ii) to appoint staff as required to fulfil operational requirements
  - (iii) to develop mechanisms to identify and monitor contract training, and inventory expertise, resources, curriculums and competencies as a resource for the Society's objectives
  - (iv) to facilitate the co-ordination of contract training/marketing/career development activities
  - (v) to develop strategies for marketing contract training
  - (vi) to meet with potential "customers" to promote the system
  - (vii) to meet with system trainers/unions/employers in a problem solving capacity including dealing with questions of competitive advantage
  - (viii) to review regularly the expertise listed on the Registry and to provide that information to the contract training departments of the participating institutions for the purposes of identifying employment needs
  - (ix) to liase with employers/unions/agencies to identify emerging labour market trends in order to identify new opportunities
  - (x) to develop an inventory of contract training expertise of institutions

#### **3.4.4 Administration**

- (a) To assist in advancing the goals of the Contract Training and Marketing Society, members of the Society will be responsible:
  - (i) to participate along with representatives of the Parties in training initiatives of the CTM
  - (ii) to assist with the development of an effective communication method at the local level
- (b) Parties to this Agreement will advise the CTM of:
  - (i) the names of institutional and bargaining unit members
  - (ii) the names of the designate responsible for the signing of a waiver of any specific article of a collective agreement required to facilitate activities of CTM

- (c) CTM will send copies of invitations to tender and final contracts to the member(s) under 3.4.3(a)(i) above at affected institution(s) and to a designated representative of each of PSEA, CIEA and the BCGEU

CTM will annually provide the Parties and the Ministry of Advanced Education, Training and Technology with a report on its activities. This report shall include:

- ◆ A descriptive abstract of the project(s) undertaken by CTM
- ◆ The bargaining unit(s) involved and the monetary value to the institution involved in the project
- ◆ A listing of projects on which CTM was asked to bid but was not awarded and, if possible, a brief rationale of the reason(s) the project was not awarded.

#### **3.4.5 Funding**

The Parties recommend that funding continue to be allocated by the Ministry of Advanced Education, Training and Technology for the purpose of the operation and activities of the Society.

#### **3.4.6 Performance of Certain Work**

Unless mutually agreed otherwise by the affected local parties, when the Society secures contract training work for an institution with local parties to this Agreement, that work will be delivered by bargaining unit members covered by and in accordance with this Agreement at the institution. The allocation of work arising from a CTM contract will respect established practice and the jurisdictions established by local collective agreements, including collective agreements covering employees not covered by this Agreement. Allocation of work to employees other than bargaining unit members covered by this Agreement will occur only with the written agreement of the local parties.

#### **3.4.7 Non-signatories**

Where an institution is not a signatory to this Agreement, contracts for project work may be awarded through CTM on a case by case basis provided that the local parties mutually agree to adhere to the provisions of this Article.

#### **3.4.8 Waivers**

Where a waiver of any specific article in a collective agreement has been granted as per Article 3.4.4(b)(ii), JADRC will receive a copy.

### **3.5 Leave of Absence for College Committees and Union Leave**

#### **3.5.1 Leave of Absence for College Committees**

An employee whose assigned work schedule would prevent her/him from attending meetings of a college committee to which s/he has been elected or appointed, will be granted a leave of absence from her/his regular duties without loss of pay or other entitlements to attend such meeting(s).



Where such leave is granted, the Employer will replace the employee as necessary. Costs arising from this provision will not be charged against the program area of the participating employee.

### **3.5.2 Union Leave**

Meetings between representatives of the Union and the Employer will be scheduled at times mutually agreeable to the Parties. Reasonable effort shall be made to hold such meetings at times that do not conflict with assigned duties.

Where such meetings cannot be scheduled at times that do not conflict with assigned duties, the Employer will grant a leave of absence without loss of pay or other entitlements for the purpose of attending such meetings to the total equivalent of one-quarter full-time equivalent per annum.

Where such leave is granted, the Employer will replace the employee as necessary.

This clause may be utilized by the Union to ensure adequate representation by the Union with respect to issues that affect the institution or the post-secondary system. To facilitate the administration of this provision, the Union will ensure that the Employer is advised of the eligible leaves to be taken.

The Union may designate a person(s) who will be entitled to union leave under this article and will advise the Employer of the amount of the leave to be taken. The amount of the entitlement is one quarter of a full time equivalent per annum, without loss of pay or other entitlement.

Costs arising from this provision will not be charged against the program area of the participating union representative.

This provision will not be utilized where existing Employer-paid release time arrangements exceed this one-quarter full-time equivalent entitlement.

### **3.5.3 Additional Union Leave Without Pay**

A bargaining unit may purchase additional release time above that currently paid for by the Employer at replacement costs. Replacement cost is that for the individual who is carrying out the duties of the individual released. Such leaves will not be unreasonably withheld.

## **ARTICLE 4 - PRIOR LEARNING ASSESSMENT**

### **4.1 Definition**

Prior learning assessment (PLA) is the assessment by some valid and reliable means, of what has been learned through formal and non-formal education/training or experience, that is worthy of credit in a course or program offered by the institution providing credit.

The assessment and evaluation of prior learning and the determination of competency and credit awarded, will be done by instructional or faculty staff who have the appropriate subject matter expertise but other staff in an institution may have a supporting role in the process.

The work required for prior learning assessment includes but is not limited to: classroom-based and individual advising; classroom-based and individual assessment, training and upgrading; development of assessment tools; and training in the use of flexible assessment.

#### **4.2 Prior Learning Assessment as Workload**

Prior learning assessment work undertaken by an employee covered by this Agreement will be integrated into and form part of the employee's workload as workload is defined in the employee's collective agreement.

#### **4.3 Training in Prior Learning Assessment**

An employee required to perform prior learning assessment responsibilities as part of his/her workload, has a right to Employer-paid training time and expenses, in the methodology and application of prior learning assessment as necessary for the assigned task.

#### **4.4 Prior Learning Assessment Coordinators**

Prior Learning Assessment coordinators will be faculty or instructional bargaining unit members.

### **ARTICLE 5 - COPYRIGHT AND INTELLECTUAL PROPERTY**

#### **5.1 Copyright Ownership**

The copyright or patent for any work product, including creative work, instructional strategies or curriculum/instructional material, software or any other material or technology that may be copyrighted or patented:

- 5.1.1** belongs to the employee(s) where the work product has been prepared or created as part of assigned duties, other than the duties listed in 5.1.2 below, and the copyright to all copyrightable material shall be the sole property of the employee(s) and shall be retained throughout his or her lifetime and upon his/her death by his/her heirs or assigns; and
- 5.1.2** belongs to the institution where one or more employees:
  - (a) have been hired or agrees to create and produce copyrightable work product for the institution, or
  - (b) are given release time from usual duties to create and produce copyrightable work product, or
  - (c) are paid, in addition to their regular rate of pay, for their time in an appointment to produce copyrightable work product.

#### **5.2 Employer Rights to Materials Copyrighted by Employee(s)**

Where the employee holds the copyright pursuant to 5.1.1, the institution shall have a right to use his/her copyrighted material in perpetuity for institutional purposes. The institution may amend and update the copyrighted material with the approval of the employee(s) holding the copyright to the material. Such approval will not be unreasonably withheld.

#### **5.3 Employee Rights to Materials Copyrighted by the Employer**

Where the institution holds the copyright pursuant to 5.1.2, the employee(s) shall have the right to use in perpetuity, free of charge, such copyrighted material. The employee may amend and update the

copyrighted material with the approval of the institution holding the copyright to the material. Such approval will not be unreasonably withheld.

#### **5.4 Joint Review**

JADRC may, at the request of either party, review issues arising from the application of this article.

### **ARTICLE 6 - JOB SECURITY**

#### **6.1 Employee Security and Regularization**

##### **6.1.1 Intent**

The purpose of this article is to ensure that, by April 1, 2000, provisions relating to employee security and regularization of employees are established within each collective agreement affecting employees covered by this Agreement and to ensure that current and future employees who qualify for regularization under the provisions of this article will be regularized.

Where this article establishes a date for action, the parties responsible for taking the action may agree to another date.

##### **6.1.2 Definitions**

*"Department"* or *"functional area"* means the operational or administrative sub-division of an institution within which an employee is appointed and assigned workload and may include geographic limitations.

*"Employee security"* means the array of entitlements to continued employment, health and welfare and other benefits, and other rights available to employees through this Agreement or a local collective agreement.

*"Non-regular employee"* means a person employed on any basis other than regular as defined in the local collective agreement.

*"Regularization"* means the process by which a non-regular employee converts to regular status under this article.

*"Regular full-time"* employee means a person who holds an appointment to ongoing work with a full-time annual workload within one or more departments or functional areas.

*"Regular part-time"* employee means a person who holds an appointment to an ongoing annual workload of less than full-time within one or more departments or functional areas.

##### **6.1.3 Parameters for Employee Security and Regularization**

- (a) Employee security and regularization provisions include those relating to:
  - (i) creating, posting and filling new positions and posting and filling vacant positions
  - (ii) the types of appointment categories contained in the collective agreement

- (iii) the entitlements of regular and/or non-regular employees to continued appointment, access to additional work, and/or to health and welfare benefits based on time worked and/or seniority
  - (iv) the circumstances under which a non-regular employee may be entitled to convert to or otherwise become a regular employee
  - (v) requirements for notice of layoff or reduction in workload, including requirements relating to the timing of layoff notice
  - (vi) requirements relating to the accumulation of severance and the condition for payment of severance
- (b) Amendments to existing employee security and regularization provisions must include:
- (i) (1) entitlement to regularization after a period of time worked of at least two consecutive appointment years of work at a workload of fifty (50%) percent or greater for each of two (2) consecutive appointment years and where there is a reasonable expectation of ongoing employment for which the employee is qualified at a workload of at least fifty (50%) percent or greater for two semesters in the next appointment year.

or
  - (2) entitlement to regularization after the employee has performed a workload at least one hundred and twenty (120%) percent of an annualized workload over at least two (2) consecutive years and there is a reasonable expectation of an ongoing workload assignment for which the employee is qualified, of at least fifty (50%) percent on an annualized basis over the immediately subsequent appointment year
  - (ii) requirements that an employee receive a satisfactory evaluation prior to regularization. An employee will be deemed to have received a satisfactory evaluation if one has not been undertaken by the Employer. The Employer may evaluate a non-regular employee at least once each 12 month period and the employee may request an additional evaluation not more often than once in each 12 month period.
- (c) In developing revised employee security and regularization provisions, local parties and/or JADRC and/or the arbitrator must consider the effects of any conversion from non-regular to regular status, including:
- (i) entitlement to confirmation of appointment as a regular employee
  - (ii) requirements for a probationary period post-conversion of at least twelve months
  - (iii) accumulation of regular seniority and severance entitlement related to appointment to regular status

- (iv) rights of regular employees to new or additional work for which they are qualified both within and outside a department or functional area, and the operational implications of such rights
- (v) limitations on concurrent regular appointment at more than one institution
- (vi) cost implications of any entitlement that may be derived from work or appointment in more than one campus, centre or geographic limitation
- (vii) relationship of work performed by bargaining unit members in continuing and/or community education to any entitlement to consideration for conversion
- (viii) the right of the Employer to create, post and fill a new position or to post and fill a vacant position
- (ix) educational implications for requirements to teach upper level degree courses and/or non-degree courses
- (x) implications for existing appointment types
- (xi) the cost implications for the Employer of any changes and the impact on student access, employees and services

#### **6.1.4 Local Discussion Process**

- (a) Within fifteen (15) working days of ratification of this Agreement, a local bargaining unit must advise the local employer in writing either
  - (i) that it agrees to retain the existing local employee security and regularization provisions without any changes, or
  - (ii) that it wishes to commence the process for amending existing local provisions respecting employee security and regularization through the processes established in this article.
- (b) Where the local bargaining unit advises the Employer under (a) above, of its intention to commence the processes for amending the existing local employee security and regularization provisions, the parties will commence discussions forthwith.
- (c) The purpose of these local party discussions is to amend local collective agreement provisions respecting employee security and regularization as necessary to satisfy the intent of this article and within the parameters established in 6.1.3 above.
- (d) Local discussions must conclude no later than April 30, 1999. The results of local discussions may be:
  - (i) An agreement to:
    - (1) amend existing provisions respecting employee security and regularization effective by April 1, 2000, or

- (2) maintain the current local collective agreement provisions respecting employee security and regularization
- (ii) Referral to JADRC for resolution of issues on which agreement has not been reached no later than June 30, 1999.

### **6.1.5 JADRC Resolution of Disputes**

JADRC will review submissions received from the local parties and will:

- (a) agree on a resolution of the issues submitted to it by the local parties no later than September 30, 1999, in which event the decision will be binding upon those local parties, or
- (b) where JADRC is unable to reach agreement it will submit its differences to Donald R. Munroe by October 31, 1999, or such other person as mutually agreed on, acting as sole arbitrator of the issues submitted to him/her.

### **6.1.6 Jurisdiction**

- (a) The arbitrator has the jurisdiction to resolve the differences submitted to him/her considering:
  - (i) submissions made by the local parties respecting the differences remaining between them after the review by JADRC
  - (ii) provisions of employee security and regularization in place at other similar colleges, university colleges, agencies and institutes in British Columbia
  - (iii) the cost implications for the Employer of any changes and the impact on student access, employees and services
- (b) A decision of the arbitrator is binding on the local parties and will take effect on April 1, 2000 or such other date as the arbitrator may determine is required to phase in changes to a collective agreement.
- (c) In making his/her decision, the arbitrator will make changes necessary to amend employment provisions within the parameters established under 6.1.3 above that require the least amount of change in existing provisions necessary to meet the requirements of this article and that the arbitrator considers to be reasonable.
- (d) An agreement reached between local parties to amend existing provisions on employee security and regularization under this process is not admissible in an arbitration under this provision.

**6.1.7** No result of this process will have the effect of altering an existing certification. Any grievance that arises regarding regularization will be referred to the JADRC process for resolution.

## **6.2 Program Transfers And Mergers**

### **6.2.1 Notice of Program Transfer / Merger**

When one or more institutions covered by this Agreement decides to transfer or merge a program or a partial program and the transfer or merger will result in the transfer or layoff of one or more employees at one or more of the institutions, the institutions will provide written notice to the local union(s) as soon as possible, but in no event less than sixty (60) days prior to the date of transfer or merger.

### **6.2.2 Transfer/Merger Agreements**

When notice is served, a committee composed of equal representation from each institution and each local union representing employees affected by the transfer or merger will be formed to negotiate a transfer/merger agreement.

The transfer/merger agreement will address all relevant matters and will be signed by each of the parties.

A copy of the agreement will be provided to each affected employee.

### **6.2.3 Disputes**

Grievances arising prior to the transfer/merger date remain the responsibility of the sending institution.

If a dispute arises as a result of a program transfer/merger and/or its employees being transferred the matter will be referred to the JADRC for resolution.

## **6.3 Registry of Laid Off Employees**

### **6.3.1 Electronic Posting of Available Positions**

On behalf of the Parties, the PSEA will maintain a system-wide electronic Registry of job postings and the necessary supporting database.

- (a) Institutions are encouraged to use the Registry for the posting of all available positions.
- (b) Institutions will post on the Registry all employment opportunities of half-time or more and longer than three months in duration that are available to applicants beyond those employed by the institution by completing the PSEA Electronic Posting of Available Positions form (Appendix E1 - Form 1).
- (c) Postings will be removed from the Registry and archived to the database one week after the closing by the institution that entered the posting.
- (d) Employers may elect to include job postings of positions from institutions not covered by this Agreement.
- (e) All employees covered by this Agreement may access the electronic registry of job postings for purposes of review.
- (f) Unions, Employers and eligible employees have the right to access the information on the Registry.

**6.3.2 Electronic Registry of Eligible Employees (Registrants)**

- (a) Employees covered by this Agreement are eligible for listing on the Registry if they are Employees who have received notice of layoff or have been laid off and are either:
  - (i) regular employees with one (1) calendar year of service working at fifty (50%) percent workload or greater, as defined in the applicable local agreement, or
  - (ii) non-regular employees with two (2) calendar years of service working at fifty (50%) percent workload or greater, as defined in the applicable local agreements.
- (b) Employees who meet the service requirements of (1) above and have not had appointments renewed are eligible for listing on the Registry.
- (c) Length of Listing: An employee listed on the Registry may continue to be listed until the earlier of:
  - (i) recall or re-appointment to equivalent employment at the institution from which the person was laid off or was not re-appointed
  - (ii) obtaining equivalent employment as a result of being listed on the Registry
  - (iii) the expiration of the employee's recall rights or two (2) years from the date of registration, whichever is later
- (d) Implementation
  - (i) An employee applies for listing through his/her Employee Relations Department by completing the PSEA Registry of Eligible Employees form (Appendix E2 - Form 2).
  - (ii) The institution will immediately forward the completed form to the PSEA who will list eligible employees on the Registry.
  - (iii) A registrant is responsible to ensure that the information on the Registry is current and to notify immediately the Employer and the local union if s/he is no longer available for employment through the Registry.
- (e) Employees Not Eligible

Employees are not eligible for listing on the Registry if they have:

  - (i) had their employment terminated for just and reasonable cause;
  - (ii) accepted early retirement, or
  - (iii) voluntarily resigned their employment.

**6.3.3 Applying for Available Positions**

- (a) It is the responsibility of employees listed on the Registry to enquire about and apply for available work as listed on the Electronic Posting of Available Positions.



- (b) Employees applying for a posted position in the manner prescribed by the posting institution must tell the institution at the time of application that s/he is a registrant on the Registry.

#### 6.3.4 Rights for Registrants

- (a) Entitlement for Interview

Registrants applying for job postings at institutions who meet the hiring criteria as set by the Selection Committee at the hiring institution will be short-listed and will be interviewed. In the event that more than five (5) qualified registrants apply, the institution shall interview the five (5) most qualified registrants.

The application of this language is subject to the provisions of the collective agreement in effect at the receiving institution.

- (b) Entitlements for Successful Applicants

- (i) Orientation/Training: A registrant who accepts an offer of available work shall be entitled to a reasonable amount of orientation and/or training.
- (ii) Benefits: Registrants who are eligible for health and welfare benefits at the hiring institution shall have the waiting period(s) waived subject to carrier provisions.
- (iii) Seniority: All registrants who accept an offer of available work will have their seniority recognized at the new institution for all purposes other than severance accrual for subsequent layoffs.
  - (1) In the case of the hiring from the Registry of an applicant represented by the BCGEU into another bargaining unit represented by the BCGEU, s/he will have his or her seniority recognized for all purposes other than severance accrual.
  - (2) CIEA local unions may elect to participate in a reciprocal arrangement with other participating CIEA locals and with the BCGEU bargaining units for the purposes of recognition of seniority other than severance accrual. CIEA local unions that elect to participate in such a reciprocal arrangement must indicate their participation through formal notification to JADRC.
  - (3) In the case of the hiring of an applicant from the Registry by and from institutions with bargaining units registered with JADRC, the successful applicant shall carry his or her seniority to that new institution for all purposes other than severance accrual.
- (iv) Relocation Costs for Registrants: Relocation costs for successful applicants who change residence as a result of the hiring that are supported by proper proof of expenditures within ninety (90) days of commencing employment, will be paid by the hiring institution in accordance with its relocation policies and practices

for the position for which the registrant was hired. If funding is available, the costs will be reimbursed to the hiring institution from the Labour Adjustment Fund.

- (v) Recall and Repayment: An employee hired from the Registry who is recalled by an institution and returns to work at that institution will repay relocation costs received from the institution that hired him or her in accordance with its relocation policies and practices for the position for which the registrant was hired.

## **6.4 Targeted Labour Adjustment**

### **6.4.1 Employer Commitments**

It is agreed that the institution will make every reasonable attempt to minimize the impact of funding shortfalls and reductions on the work force.

Subject to budgetary constraints and the amount of funding available for labour adjustment costs; fairness, flexibility and employee choice will prevail in the implementation of labour force adjustment strategies as approved by the institution.

It is incumbent upon institutions to communicate effectively with their employees and the unions representing those employees as soon as the impact of any funding reduction or shortfall or profile change has been assessed.

If a work force reduction is necessary, the Joint Labour Management Committee will canvas employees in a targeted area or other areas over a fourteen (14) day period, or such longer time as the Joint Labour Management Committee agrees, to find volunteer solutions that provide as many viable options as possible and minimize potential layoffs.

### **6.4.2 Menu of Labour Adjustment Strategies**

To minimize layoffs, the following menu of labour force adjustment strategies will be considered and whenever reasonably possible, offered by institutions at the appropriate time in the employee reduction process set out in each institution's local collective agreement(s):

- (a) Job sharing.
- (b) Reduced hours of work through partial leaves.
- (c) Transfers to other areas within the bargaining unit subject to available work and meeting qualifications, with minimal training required.
- (d) Paid and unpaid leaves of absence for use to seek alternate employment, retirement adjustment, retraining, etc.
- (e) Voluntary severance with up to twelve (12) months' severance payment.
- (f) Workload averaging.
- (g) Purchasing past pensionable service. If permissible the Employer will match a minimum of three years' contributions to the College Pension Plan where an employee opts for early retirement.
- (h) Combined pension earnings and reduced workload to equal 100% of regular salary.

- (i) Early retirement incentives pursuant to local collective agreements.
- (j) Agreed secondment.
- (k) Retraining.
- (l) Trial retirement.
- (m) Continuation of health and welfare benefits.
- (n) Combinations and variations of the above or other alternatives.

#### **6.4.3 Layoffs May Occur**

Once strategies other than layoff have been explored, the institutions may proceed, if need be, to layoffs. For those affected by layoff, the provisions of the local collective agreement will apply and the system-wide Electronic Registry of Laid off Employees will be available.

#### **6.4.4 No Stacking of Entitlements**

While various options may be considered and offered, there will be no stacking of entitlements.

### **6.5 Labour Adjustment Fund**

The Parties agree to request the Ministry of Advanced Education, Training and Technology to continue a Labour Adjustment Fund for the benefit of all employees and institutions covered by this Agreement.

The purpose of the Fund is to accommodate the needs of the employees and institutions in achieving targeted labour adjustments at institutions as recommended by their Joint Labour Management Committees.

The Labour Adjustment Fund may be used for any of the labour adjustment strategies offered by institutions in accordance with Articles 6.4.2(a) through 6.4.2(m) or for any other labour adjustment strategy that the local parties agree is an appropriate use of the Labour Adjustment Fund providing that the strategy is consistent with the Ministry's guidelines for the use of the Fund.

By September 30<sup>th</sup> of each year, each Employer shall report in writing to its local bargaining unit(s) on the specific use of the institution's labour adjustment funds in the preceding April 1<sup>st</sup> to March 31<sup>st</sup> period.

### **6.6 Contracting Out**

#### **6.6.1 Additional Limitation on Contracting Out**

In addition to, and without limiting, any provision in a local collective agreement, an institution covered by this Agreement will not contract out:

- (a) any work presently performed by the employees covered by a collective agreement which would result in the layoff of such employees, including a reduction in assigned workload, or
- (b) the instructional activities that are contained in the programs listed and/or funded in the approved annual institutional program profile and that are currently performed by bargaining unit employees.

**6.6.2 Certain Inter-Institutional Arrangements Permissible**

After consultation with a local bargaining unit, an institution covered by this Agreement may enter into arrangements to have instructional activities contained in the programs listed and/or funded in the approved annual institutional program profile performed by another institution covered by this Agreement provided it is performed by instructional bargaining unit employees in the receiving institution(s).

Contract training work may also be moved between institutions which are party to this Agreement provided the work is done by instructional bargaining unit employees in the receiving institution(s).

**6.7 Education Technology**

No regular employee will be laid off as a direct result of the introduction of distributed learning or education technology.

**ARTICLE 7 - LEAVES****7.1 Preamble**

All references within the leave provisions of this Agreement include heterosexual, common-law and same sex partners. References to family include spouse, child, siblings, parents, parents-in-law, grandparents and any other person living in the same household who is dependent upon the employee.

**7.2 General Leave**

An Employer may grant a leave of absence with or without pay to an employee for any reason for up to twenty-four (24) consecutive months. Such leaves shall not be unreasonably denied. Where an application for general leave is denied, the applicant will be provided with a written explanation for the denial of the leave.

**7.3 Seniority Accrual**

All paid leaves shall be treated as continuous employment for the purposes of seniority accrual. Unpaid leaves shall be treated as continuous employment for the purposes of seniority accrual for the duration of the leave, except for movement up the salary increment scale.

**7.4 Retention of Status**

An employee on approved paid or unpaid leave will retain her/his employment status for the duration of the leave.

**7.5 Benefits While on Leave**

An employee will continue to receive her/his salary and benefits while on paid leave under this article. An employee on unpaid leave may arrange to pay the costs required to maintain benefit coverage in accordance with the local provisions of the collective agreement.

**7.6 Bereavement Leave**

An employee will be entitled to five days leave with no loss of pay and benefits in the case of the death of a family member and upon notification to the Employer. The Employer may grant additional leave with pay.

**7.7 Compassionate or Family Illness Leave**

An employee will be granted leave of absence for up to five (5) days per year without loss of pay or benefits for compassionate reasons or because of family illness. Additional compassionate or family illness leave may be granted by the Employer.

**7.8 Jury Duty and Court Appearances**

Leave of absence without loss of pay and benefits will be provided to an employee summoned to serve on a jury or when subpoenaed or summoned as a witness in a criminal or civil proceeding not occasioned by the employee's private affairs, or when the employee accompanies a dependent child when the child is subpoenaed or summoned to appear as a witness in a criminal or civil proceeding. An employee in receipt of pay or benefits under this article has the responsibility to reimburse the Employer all monies paid to him/her by the Court, except travelling and meal allowances not reimbursed by the Employer.

**7.9 Public Duties**

**7.9.1** An Employer may grant a leave of absence without pay to an employee to engage in election campaign activities in a municipal, provincial or federal election to a maximum of ninety days. Such leaves will not be unreasonably denied.

**7.9.2** An Employer will grant a leave of absence without pay to an employee:

- (a) to seek election in a municipal, provincial or federal election to a maximum of ninety days.
- (b) Where elected to public office, for up to two (2) consecutive terms.

**7.10 Exchange Leave**

An employee holding a regular or continuous appointment may exchange her/his position and responsibilities with a qualified person from another institution for a fixed period of time with the agreement of the employee's Department and the Employer.

The employee will continue to receive regular salary and benefits for the duration of the exchange. The exchanging individual will be paid by her/his institutional Employer.

Where there are large inequities in cost of living between the location of the exchanging individual, the Employer and the employee may discuss whether further assistance is required to facilitate the exchange.

**7.11 Deferred Salary Leave**

Each Employer ratifying this Agreement will continue or establish a deferred salary leave plan consistent with Regulations issued by Canada Customs Revenue Agency under the *Income Tax Act*.

**ARTICLE 8 - PARENTAL LEAVE****8.1 Entitlement**

Upon written request, an employee shall be entitled to a leave of absence without pay of up to twelve (12) consecutive months in addition to statutory requirements.

**8.2 Commencement of Leave**

Leave taken under this provision shall commence:

- 8.2.1 for the birth mother, immediately after the end of the leave taken under the pregnancy leave provisions unless the Employer and the employee agree otherwise.
- 8.2.2 for a birth father, after the child's birth and within fifty-two (52) weeks of the birth.
- 8.2.3 for an adopting parent, within fifty-two (52) weeks after the child is placed with the parent.

### 8.3 Benefits Continuation

- 8.3.1 The Employer will maintain coverage for medical, extended health, dental, group life and long term disability benefits for leaves taken under this clause and will pay the Employer's portion of premiums.
- 8.3.2 An employee who returns to work following a parental leave shall retain the seniority the employee had attained prior to the leave and shall accrue seniority for the period of leave.
- 8.3.3 An employee who returns to work following a parental leave, shall be placed in the position the employee held prior to the leave or in a comparable position.
- 8.3.4 An employee who has taken leave under this provision is entitled to all increases in wages and benefits the employee would have been entitled to had the leave not been taken.
- 8.3.5 Where the proposed commencement of the leave or return to work does not coincide with the instructional calendar the local parties will negotiate mutually acceptable dates.

### 8.4 Supplemental Employment Benefit for Maternity and Parental Leave

- 8.4.1 Effective April 1, 2002, when on maternity or parental leave, an employee will receive a supplemental payment added to Employment Insurance benefits as follows:
  - (a) For the first two (2) weeks of maternity leave an employee shall receive on hundred percent (100%) of her salary calculated on her average base salary.
  - (b) For a maximum of fifteen (15) additional weeks of maternity leave the employee shall receive an amount equal to the difference between the Employment Insurance benefits and ninety-five percent (95%) of her salary calculated on her average base salary.
  - (c) For up to a maximum of thirty-five (35) weeks of parental leave, the biological mother shall receive an amount equal to the difference between the Employment Insurance benefits and eighty-five percent (85%) of the employee's salary calculated on her average base salary.
  - (d) For up to a maximum of thirty-seven (37) weeks of parental leave, the biological father or adoptive parent shall receive an amount equal to the difference between the Employment Insurance benefits and eighty-five (85%) of the employee's salary calculated on his/her average base salary.
  - (e) The average base salary for the purpose of Article 8.4.1(a) through (d) is the employee's average base salary for the twenty-six (26) weeks preceding the maternity or parental leave. If the employee has been on

unpaid leave for part of the preceding twenty-six (26) weeks, then up to four (4) weeks of that unpaid leave will be subtracted from the twenty-six (26) weeks for the purpose of calculating the average base salary.

**8.4.2** An employee is not entitled to receive Supplemental Employment Benefits and disability benefits concurrently. To receive Supplemental Employment Benefits the employee shall provide the Employer with proof of application for and receipt of Employment Insurance benefits.

**8.4.3** If an employee is disentitled or disqualified from Employment Insurance maternity or parental benefits, the employee shall receive the supplemental payment to the appropriate percentage less the amount of Employment Insurance benefits the employee would have received if qualified for Employment Insurance benefits.

## **ARTICLE 9 - HEALTH AND WELFARE BENEFITS**

### **9.1 Joint Committee on Benefits Administration**

#### **9.1.1 Committee Established**

The Parties agree to maintain a Joint Committee on Benefits with four members appointed by each side.

#### **9.1.2 Committee Mandate**

The Joint Committee on Benefits has a mandate to undertake tasks related to health and welfare benefits and disability benefits including:

- (a) Comparison and analysis of contract administration and costs, using criteria developed by the committee.
- (b) Monitoring carrier performance including receiving reports from the plan administrator(s).
- (c) Reviewing the cost effectiveness and quality of benefit delivery, service, and administration by carriers, including access issues.
- (d) Tendering of contracts.

Participation in the existing Benefits User Group will continue. Participation is open to institutions that are not currently members of the Benefits User Group.

#### **9.1.3 Savings**

All savings realized through the process of the Joint Committee on Benefits will be used to improve benefits, including disability benefits, either through actions taken by the Committee or the formal bargaining process between the Parties.

#### **9.1.4 Constraints**

The Joint Committee on Benefits will not make any changes to the plan provisions that would increase the costs of health and welfare benefits or disability benefits for individual Employers or reduce plan provisions without the agreement of the Parties to this Agreement. The Joint Committee shall be authorized to determine appropriate use of the Article 9.1.3 savings from the 1998-2001 agreement (in the amount of \$71,849) and to allocate the funds

to that use. The Parties agree that the first priority for use of those funds will be to level up the minimum standards for vision care coverage.

#### **9.1.5 Costs of the Joint Committee**

The Employers will pay up to \$50,000 for the costs of the committee's operations, exclusive of salaries and benefits.

## **9.2 Specific Benefits**

### **9.2.1 Benefit Provisions**

The following benefits will be provided to employees based on eligibility requirements in the local collective agreements:

- (a) Basic Medical Insurance under the British Columbia Medical Plan, subject to Plan provisions.
- (b) Extended Health Benefits
  - (i) Total lifetime coverage level will be unlimited.
  - (ii) Reimbursement level on claims will be 95%; where existing reimbursement provisions in a local agreement exceed ninety-five (95%) percent, the existing local provision will remain in force.
  - (iii) Hearing Aid benefit claims will be to a maximum of \$600 every five years.
  - (iv) shall be in accordance with the provisions set out in Appendix F.
  - (v) Health and welfare benefits coverage will cease on the day that an employee's employment terminates.

#### (c) Group Life and Accidental Death and Dismemberment Insurance

Group Life and Accidental Death and Dismemberment benefits each shall be set at three (3) times the employee's annual salary.

#### (d) Dental Plan

Plan A that includes revision of cleaning of the teeth (prophylaxis and scaling) every nine months except dependent children (up to age 19) and those with gum disease and other dental problems as approved by the Plan.

Dental Plan interpretation shall be in accordance with the provisions set out in Appendix G.

#### (e) Termination of Coverage

Retiring employees who are eligible under the local collective agreement for health and welfare benefits will maintain coverage until the end of the month following the month in which they retire.



### 9.2.2 Flexible Benefit Plan Impact

Existing flexible benefits plan default levels of coverage shall be increased, where necessary, to match the benefit levels established in Article 9.2.1.

### 9.2.3 Level of Health and Welfare Benefits

There will be no change to the level of health and welfare benefits without prior consultation between the local parties.

## 9.3 Disability Benefits

**9.3.1** Effective April 1, 2002 the Employers shall implement a single plan for the provision of disability benefits for eligible employees who are covered by this Agreement and whose local bargaining unit has opted into this Agreement's Plan pursuant to Article 9.3.3.

**9.3.2** The disability benefits plan will be as set out in the findings of the Joint Committee on Benefits Administration (JCBA) entitled *Long-Term Disability Benefit Initiative*, but will be an insured plan and will include the following elements:

- ◆ Benefit level of sick leave at one hundred percent (100%) for the first thirty (30) calendar days, short-term disability at seventy percent (70%) weekly indemnity for the next twenty one (21) weeks, and long-term disability leave of seventy percent (70%) thereafter
- ◆ Long-term disability as defined on the basis of two-year own occupation and any other occupation thereafter as described by the JCBA plan
- ◆ Health and welfare benefit premiums will be paid by the Employer or the Plan for employees on sick leave, short-term disability and long-term disability
- ◆ Employer payment of premiums for both short-term and long-term disability benefits
- ◆ Claims Review Committee made up of three (3) medical doctors (one designated by the claimant, one by the Employer and the third agreed to by the first two doctors)
- ◆ Mandatory rehabilitation as described in the JCBA plan
- ◆ Subject to provisions of the Plan, enrolment is mandatory for all active regular employees and for active non-regular employees employed on a continuing basis for at least a four (4) month period with fifty percent (50%) or more of a full-time workload as defined by local provisions.

**9.3.3** By September 30, 2001 a local bargaining unit shall advise the local employer in writing either

- (a) that it wishes its members to be covered by the disability benefits plan by this Agreement, or
- (b) that it wishes its members to continue to be covered by the disability benefits plan that currently applies to them.

**9.3.4** (a) Current employees in a local bargaining unit that chooses to participate in this Agreement's disability benefits plan under Article 9.3.3 (a) above shall retain any sick leave banks accrued up to but not beyond March 31, 2002 including

any entitlement to full or partial payout of such sick leave banks. The local provisions for use of those sick leave banks including payout, where applicable, shall continue to apply.

(b) Current employees in a local bargaining unit that chooses to participate in this Agreement's disability benefits plan under Article 9.3.3 (a) and who have sick leave benefits of a fixed amount of time and who are entitled under their local collective agreement to a payout of such benefits shall have those benefits converted to a bank as of March 31, 2002 and shall be entitled to payout of the bank, subject to the provisions of the local collective agreement.

**9.3.5** Employees in a local bargaining unit that chooses to participate in this Agreement's disability benefits plan under Article 9.3.3 (a) and who are not eligible for enrolment in the Plan shall be entitled to sick leave coverage as provided in the local collective agreement, subject to such sick leave not exceeding a maximum of thirty (30) calendar days per illness.

**9.3.6** The Joint Committee on Benefits Administration (JCBA) shall oversee the implementation of the plan as described in 9.3.2. After bargaining units have made their choice of the Common Agreement's disability benefits plan or their current disability benefits plan under Article 9.3.3, the amount of such funds as may have been made available by choosing the latter shall be available for the local parties for local negotiation issues. Should the local parties be unable to agree on the use of those funds by November 30, 2001 or such later date as agreed by the Joint Administration and Dispute Resolution Committee, the funds will be allocated to the JCBA as savings for health and welfare benefit improvements.

## **ARTICLE 10 - PENSIONS**

### **10.1 Mandatory Enrolment**

Enrolment in the College Pension Plan shall be as set out by the *Public Sector Pension Plans Act*, Schedule A.

### **10.2 Existing Employees**

The Employer will encourage employees who have not joined the College Pension Plan to do so. However, employees on payroll as of the date of ratification who have not joined the College Pension Plan shall retain the right not to do so.

## **ARTICLE 11 - EARLY RETIREMENT INCENTIVE**

### **11.1 Definition**

For the purposes of this provision, early retirement is defined as retirement at or after age 55 and before age 64.

### **11.2 Eligibility**

**11.2.1** An employee must be at the highest achievable step of the salary scale.

**11.2.2** An employee must have a minimum of ten years of full-time equivalent service in the BC College and Institute System.

**11.3 Incentive Payment**

- 11.3.1** An Employer may offer and an employee may accept an early retirement incentive based on the age at retirement to be paid in the following amounts

<b>Age at Retirement</b>	<b>% of Annual Salary at Time of Retirement</b>
55 to 59	100%
60	80%
61	60%
62	40%
63	20%
64	0%

- 11.3.2** An Employer may opt to pay the early retirement incentive in three equal annual payments over a thirty-six (36) month period.
- 11.3.3** Eligible bargaining unit members may opt for a partial early retirement with a prorated incentive.

**ARTICLE 12 - SALARIES****12.1 Provincial Salary Scale**

The revised Provincial Salary Scale will be effective April 1, 2001 and is attached as Appendix A.

The sum of three thousand and one hundred and sixty-six dollars (\$3,166) has been included in the value for Step 1 effective April 1, 2002 for the purpose of labour market adjustment.

An additional sum of nine hundred dollars (\$900) has been included in the value for Step 1 effective April 1, 2003 for the purpose of labour market adjustment.

Coordinator, Chair, Program Head, Department Head, Program Leader, Associate Dean, Senior Instructor and other similar classifications who receive a stipend will have those stipends adjusted by two percent (2%) effective April 1, 2001, April 1, 2002 and April 1, 2003.

**12.2 Secondary Scale Adjustment**

- 12.2.1** Effective April 1, 2001, April 1, 2002 and April 1, 2003, all steps on secondary scales will be increased by two percent (2%).
- 12.2.2** Despite 12.2.1 above, local parties may elect to revise secondary scales to the extent possible within a weighted average two percent (2%) increase.

**12.3 Maintenance of Placement**

Where an employee covered by this Agreement becomes employed within two (2) years by another institution also covered by this Agreement, initial placement shall be made at the higher of the placement formula at the hiring institution or his/her current or most recent salary step. This will only apply when the employee becomes employed in the same or a substantially similar field. The normal probation provisions of the hiring institution will apply.

**12.4 Calculation of Pay**

Each institution will review its division of annual pay into pay periods to ensure that employees receive the full or pro-rated (as applicable) gross annual salary in the Provincial Salary Scale in Appendix A.

**12.5 Salary Level Protected**

Employees who are barred from progression on the provincial salary scale shall be placed on the April 1, 2002 scale so as to ensure that the value of the step upon which they are placed is not lower than the value of their step on the April 1, 2001 scale.

**12.6 Overload**

A regular employee who works an overload in a given year shall receive no less than either:

- (a) the pro-rata salary for the overload based on the Provincial Salary Scale or the secondary scale on which the employee is placed or
- (b) a reduction of workload in a subsequent year that is commensurate with the amount of the overload.

The conditions governing overloads are as set out in the regular employee's local collective agreement, subject to the above provision.

**ARTICLE 13 - EFFECT OF THIS AGREEMENT****13.1**

Where a provision of a local collective agreement provides a greater employee benefit than does a similar provision of this Agreement, except as noted in 13.3 below, the local agreement provision will supersede the provision of this Agreement to the extent of the greater benefit.

**13.2**

All provisions of this Agreement will be effective on the date of ratification except as otherwise noted.

**13.3**

The following articles are not subject to 13.1 above:

- Harassment
- Human Resource Database
- Joint Administration and Dispute Resolution Committee
- Suspension and Discharge Grievance Resolution
- Jurisdiction Dispute Resolution Process
- Contract Training and Marketing Society
- Prior Learning Assessment
- Program Transfers and Mergers
- Registry of Laid Off Employees
- Targeted Labour Adjustment
- Labour Adjustment Fund
- Joint Committee on Benefits Administration

- Provincial Salary Scale
- Secondary Scale Adjustment
- Article 6.1.7
- Disability Benefits

**13.4**

Any disputes over the application of this article will be resolved through JADRC.

**ARTICLE 14 - TERM**

This Agreement shall be in effect from April 1, 2001 to March 31, 2004, and shall continue in force until the renewal of this Agreement.

## APPENDIX A

## PROVINCIAL SALARY SCALE

Step	2001/02	2002/03	2003/04
1	66,504	71,000	73,257
2	64,436	66,512	68,238
3	62,587	64,162	65,445
4	60,791	61,812	63,048
5	59,047	59,462	60,651
6	57,352	57,112	58,254
7	55,706	54,762	55,857
8	54,107	52,412	53,460
9	52,554	50,062	51,063
10	51,046	47,712	48,666
11	49,581	-	-
12	48,158	-	-
13	46,776	-	-

Notes: \$3,166 added to Step 1 in April 1, 2002 and an additional \$900 added to Step 1 in April 1, 2003 as a Labour Market Adjustment

Scale Movement April 1, 2002:  
*funded by Labour Market Adjustment*

13 to 10  
12, 11 to 9  
10 to 8  
9, 8 to 7  
7 to 6  
6 to 5  
Rest unchanged

**APPENDIX B**

**LIST OF INVESTIGATORS**

The following list of investigators is attached for the use of the local parties at their option under Article 2.3.1 and is required under 2.3.2:

Rebecca Frame  
Maureen Headley  
Hanne Jensen  
Catherine Sullivan

This list may be amended at any time by the Joint Administration Dispute Resolution Committee.

**APPENDIX C  
DISPUTE REFERRAL FORM**

Date: \_\_\_\_\_

<b>EMPLOYER</b>	COLLEGE/INSTITUTE	
	CONTACT PERSON	
	ADDRESS	
	PHONE	FAX
		EMAIL

<b>UNION</b>	COLLEGE/INSTITUTE	
	CONTACT PERSON	
	ADDRESS	
	PHONE	FAX
		EMAIL

ARTICLE OF AGREEMENT IN DISPUTE:
COPY OF THIS REFERRAL GIVEN TO LOCAL PARTIES? NO <input type="checkbox"/> YES <input type="checkbox"/> DATE:
STATEMENT OF ISSUE(S) IN DISPUTE:
Signature: _____ Title: _____

FOR JADRC USE ONLY	
DATE RECEIVED:	DATE CIRCULATED:
JOINT STATEMENT RECEIVED:	
UNION STATEMENT RECEIVED:	EMPLOYER STATEMENT RECEIVED:
FILE NUMBER ASSIGNED: #	REFERRED TO ARBITRATOR:



**APPENDIX D**

**LIST OF ARBITRATORS**

The following arbitrators are to be chosen in rotation as referenced in 3.2.4 and 3.2.6:

Bob Blasina  
Joan Gordon  
Judith Korbin  
Don Munroe

This list may be amended at any time by the Joint Administration Dispute Resolution Committee.

**APPENDIX E1**

**REGISTRY OF LAID OFF EMPLOYEES - FORM 1**

**PSEA ELECTRONIC POSTING OF AVAILABLE POSITIONS**

0. (For PSEA use only)
1. College/University College/Institute and Location:
2. Job Title:
3. Area/Program/Discipline(s):
4. Job Description:
5. Minimum and Preferred Qualifications:
6. Start Date:
7. Close Date:
8. Contact Person and Address:

**APPENDIX E2**

**REGISTRY OF LAID OFF EMPLOYEES - FORM 2**

**PSEA REGISTRY OF ELIGIBLE EMPLOYEES**

- 0. (For PSEA use only:)
- 1. College, University College, Institute:
- 2. Registrant:
- 3. Service Date (length of service):
- 4. Program/Area:
- 5. Date of Availability (Lay-off or End of Contract):

Registrant Electronic Resume available at:

College/University College/Institute Contact Person:

College/University College/Institute Contact Phone Number:

Bargaining Unit Contact Person:

Bargaining Unit Contact Phone Number:

Information Release Waiver for the purposes of the Freedom of Information and Protection of Privacy:

I agree that the above personal information including my Resume (if available) can be made available to prospective Institutional Employers and Union via the internet or other means.

Signature of Registrant

Date

## APPENDIX F

## MEDICAL TRAVEL REFERRAL BENEFIT

Benefit Summary	
Deductible Amount:	None
Benefit Amount:	100% of eligible expenses
Individual Maximum:	\$10,000 per year
Coverage Limitations:	<ul style="list-style-type: none"> <li>➤ \$125 per day for a maximum of 50 days per calendar year for all eligible expenses combined;</li> <li>➤ Where an Employer requires it, receipts must be submitted with the expense claim;</li> <li>➤ Where the eligible expenses exceed \$125 per day, but do not exceed the average of \$125 per day for the year, the average will be paid. For example, where the expenses claimed in a given calendar year are \$150 day 1, \$125 day 2 and \$160 day 3, a total of \$375 will be paid. Where the expenses claimed in a given calendar year are \$150 day 1, \$75 day 2 and \$300 day 3, a total of \$375 will be paid;</li> <li>➤ Coverage will not be provided for travel and expenses incurred outside of BC except where the cost of travel to Alberta is less than the required travel within BC;</li> <li>➤ Referral must be made by a physician to a specialist (a physician whose specialized services and treatments routinely performed are those that general practitioners do not perform).</li> </ul>

<b>List of Eligible Expenses</b>	
<b>Medical Travel</b>	When ordered by the attending physician because in his/her opinion adequate medical treatment is not available within a 100 kilometer radius of the employee's home campus, the following are included as eligible expenses: <ul style="list-style-type: none"> <li>➤ Public transportation (e.g. scheduled air, rail, bus, taxi and/or ferry);</li> <li>➤ Automobile use as set out in the policy or collective agreement (as applicable) of employee's institution</li> </ul>
<b>Accommodation:</b>	Where transportation has been provided as outlined above, accommodation in a commercial facility, Easter Seal House, Heather House, Vancouver Lodge, Ronald McDonald House, or other similar institutions as approved by the administrator, before and after medical treatment
<b>Meals:</b>	Where transportation has been provided above, reasonable and customary expenses for meals as set out in the policy or collective agreement (as applicable) of the employee's institution
<b>Attendant:</b>	Where necessary, and at the request of the attending physician, transportation and accommodation of an attendant (e.g. family member or registered nurse) in connection with expenses incurred under items 1 and 2 above

#### **Superior Benefits**

A superior benefit that existed in an institution's Medical Travel Referral Benefit Plan or Collective agreement that was in place prior to the 1998 Common Agreement continues to apply.

<b>Exclusions</b>	
<b>No benefit shall be payable for:</b>	<ul style="list-style-type: none"> <li>➤ Charges which are considered an insured service of any provincial government plan;</li> <li>➤ Charges which are considered an insured service under the extended health plan, or any other group plan in force at the time;</li> <li>➤ Charges for a surgical procedure or treatment performed primarily for beautification, or charges for hospital confinement for such surgical procedure or treatment;</li> <li>➤ Charges for medical treatment, transport or travel, other than specifically provided under eligible expenses;</li> <li>➤ Charges not included in the list of eligible expenses;</li> <li>➤ Charges for services and supplies which are furnished without the recommendation and approval of a physician acting within the scope of his/her license;</li> <li>➤ Charges which are not medically necessary to the care and treatment of any existing or suspected injury, disease or pregnancy;</li> <li>➤ Charges which are from an occupational injury or disease covered by any Workers' Compensation legislation or similar legislation;</li> <li>➤ Charges which would not normally have been incurred but for the presence of this coverage or for which the employee or dependent is not legally allowed to pay;</li> <li>➤ Charges which the administrator is not permitted, by any law to cover;</li> <li>➤ Charges for dental work where a third party is responsible for payments of such charges;</li> <li>➤ Charges for bodily injury resulting directly or indirectly from war or act of war (whether declared or undeclared), insurrection or riot, or hostilities of any kind;</li> <li>➤ Charges for services and supplies resulting from any intentionally self-inflicted wound;</li> <li>➤ Charges for experimental procedures or treatment not approved by the Canadian Medical Association or the appropriate medical speciality society;</li> <li>➤ Charges made by a physician for travel, broken appointments, communication costs, filling in forms, or physician's supplies.</li> </ul>

<b>Claims Adjudication</b>	
<b>To claim benefits, the employee or dependent must:</b>	<ul style="list-style-type: none"><li>➤ Submit original receipts or photocopies of receipts if accompanied by an explanation of benefits from another carrier, and a claim form;</li><li>➤ Provide explanation and proof to support the claim including itemized bills and the attending physician's statement that the referral to the location where treatment was received was medically necessary;</li><li>➤ Provide explanation and proof to support the claim that an attendant (if any) was necessary and made at the request of an attending physician.</li></ul>

**APPENDIX G****DENTAL PLAN**

The nine-month limitation applies to 1) polishing, 2) the application of fluoride, and 3) the recall itself. The nine-month limitation does not apply to scaling; any current scaling limits in dental contracts apply.

The process for an individual faculty employee to have his/her teeth cleaned more frequently than every 9 months as provided by Article 9.2.1 (d) is as follows:

- Faculty employee visits dentist as usual
- Dentist advises that the faculty employee has gum disease or other dental problem which requires cleaning more frequently than every 9 months
- Dentist fills in the usual claim form, but in addition notes that the faculty employee has gum disease or specifies the other dental problem that requires more frequent cleaning
- Faculty employee or dentist submits the form to the Insurance Carrier as normal
- The Insurance Carrier determines if the reasons set out by the dentist fit within the approved reasons under the dental plan for having teeth cleaned more frequently than every 9 months

The Employers' approval of the more frequent cleaning is not required.



**LETTER OF UNDERSTANDING 1**

**JOINT ADMINISTRATION DISPUTE RESOLUTION COMMITTEE OPERATIONAL  
REVIEW**

The Joint Administration Dispute Resolution Committee will review its own procedures and protocols to ensure operational efficiency and effectiveness. This will be completed by a date determined by JADRC.

**LETTER OF UNDERSTANDING 2**

**EMPLOYEE SECURITY AND REGULARIZATION**

The following bargaining units exercised the option to amend their regularization provisions under Article 6.1.4 of the 1998 Common Agreement:

Camosun College BCGEU Unit #701  
Faculty Association of the College of New Caledonia  
College of the Rockies Faculty Association  
University College of the Cariboo Faculty Association  
Kwantlen Faculty Association  
Malaspina Faculty Association  
Malaspina University College BCGEU Unit #702  
Okanagan University College Faculty Association  
Okanagan University College BCGEU Unit #707  
University College of the Fraser Valley Faculty and Staff Association  
Northern Lights College BCGEU Unit #710  
Northwest Community College BCGEU Unit #712

Article 6.1 will be continued and will provide the parameters for regularization for those bargaining units listed above that are Parties to the renewed 2001 Common Agreement.

**LETTER OF UNDERSTANDING 3**

**CAMOSUN COLLEGE**

On April 1, 2001 employees at Camosun College who are red-circled at the top of scale will receive a lump sum payment representing a 2% wage increase.

**LETTER OF UNDERSTANDING 4**

**INSTITUTE OF INDIGENOUS GOVERNMENT**

Effective April 1, 2001, April 1, 2002, and April 1, 2003, the Staff Salary Scale at the Institute of Indigenous Government for September 1, 1998 to March 31, 2001, shall be increased by two per cent (2%), subject to any agreement between the local parties pursuant to Article 12.2.2.

**MEMORANDUM****LOCAL NEGOTIATIONS**

**TO:** Institutions' CEOs

**FROM:** John Waters, Employers Bargaining Spokesperson  
Bonnie Pearson, CIEA, Spokesperson  
Debby Offermann, BCGEU, Spokesperson

**DATE:** Friday, March 30, 2001

**SUBJECT:** **Local Negotiations**

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This is to confirm our agreement that two million dollars (\$2,000,000) will be distributed to local bargaining units and institutions for negotiation of local issues. These funds will be used for equity purposes. They cannot be used to adjust the Provincial Salary Scale or to revise any provisions in Article 8.4 (Supplemental Employment Benefit for Maternity and Parental Leave), 9 (Health and Welfare Benefits) or 12 (Salaries), except as specified below.

The two million dollars (\$2,000,000) will be distributed among the institutions in proportion to their share of the sector's total salary base for faculty, with a floor for small institutions of twenty-five thousand dollars (\$25,000) and a floor for medium institutions of fifty thousand dollars (\$50,000). This distribution will occur after the following commitments have been addressed:

- ◆ Dental plan benefits coverage will be adjusted to ensure the coverage waiting period is no longer than three (3) months.
- ◆ Instructional assistant scales at Selkirk College will be adjusted to rates equivalent to 80% of the Provincial Salary Scale.
- ◆ In the event that a bargaining unit at Selkirk College opts to join the Disability Benefits Plan set up in Article 9.3, current employees as of March 31, 2002 will be entitled to non-recurring sick leave top-up of thirty percent (30%) of salary to a maximum of one hundred (100) days of sick leave top-up to be added to their short-term disability benefits.

---

John Waters

Bonnie Pearson

Debby Offermann

cc: Rick Connelly, CEO, PSEC  
Linda Holmes, President, PSEA

**Common Agreement Negotiating Committee  
2001-2004****For the Employers:**

John Waters, Spokesperson  
Liz McKinley  
Mark Vernon  
Anna Wijesinghe

**For the Unions:**

Dan Bradford, Co-Chair, BCGEU [Selkirk College]  
Frank Cosco, Co-Chair, CIEA  
Debby Offermann, Spokesperson, BCGEU  
Bonnie Pearson, Spokesperson, CIEA

Dave Frampton, BCGEU [Camosun College]  
Stu Seifert, BCGEU [Malaspina University College]  
Larry Bolingbroke, BCGEU [Northwest Community College]  
John Turner, BCGEU [Northern Lights College]  
Dileep Athaide, CIEA #1 [Capilano College Faculty Association]  
Donna Petri, CIEA#2 [University College of the Cariboo Faculty Association]  
George Davison, CIEA #3 [Faculty Association of the College of New Caledonia]  
Robin Wylie, CIEA #4 [Douglas College Faculty Association]  
Alexandra Richmond, CIEA #5 [Kwantlen Faculty Association]  
Velma McKay, CIEA #6 [College of the Rockies Faculty Association]  
Dominique Roelants, CIEA #8 [Malaspina Faculty Association]  
Jim Howard, CIEA #10 [Selkirk College Faculty Association]  
Ron Correll, CIEA #11 [Academic Workers' Union]  
Lisa Robertson, CIEA #12 [Camosun College Faculty Association]  
Lorna Downie, CIEA #15 [Vancouver Community College Faculty Association]  
Dennis Broad, CIEA #16 [North Island College Faculty Association]  
Tom Becher, ECIADFA [Emily Carr Institute of Art & Design Faculty Association]  
Maureen Shaw, CIEA  
Richard MacIntosh, BCGEU  
Randy Dewar, BCGEU