



Proposals for a Collective Agreement – Package #2

between

The University of Saskatchewan

and

Public Service Alliance of Canada

Local 40004

PSAC Monetary Proposals to the University of Saskatchewan

ARTICLE 27 - UNIVERSITY HOLIDAYS

27.01 Employees shall not be required to work, but shall suffer no loss of pay or benefits, on any of the following University holidays:

- (a) New Years Day
- (b) Family Day
- (c) Good Friday
- (d) Victoria Day
- (e) Canada Day
- (f) Saskatchewan Day
- (g) Labour Day
- (h) Thanksgiving Day
- (i) Remembrance Day
- (j) Christmas Day
- (k) Boxing Day

27.02 Should any of these holidays fall on a Saturday or Sunday, the University shall declare an alternative day as the holiday. This will normally be the Friday preceding or the Monday following the holiday.

27.03 When an Employee is required by the employer to perform work on the holiday, the Employee shall receive one and one half (1.5) times her/his hourly rate for actual hours worked on any of these days.

27.04 Employees shall receive three decimal eight percent (3.8%) of salary as statutory holiday pay. This amount is not included in the hourly rate of pay and shall be identified on the pay statement.

ARTICLE 28 – SICK LEAVE AND FAMILY RESPONSIBILITY LEAVE

28.01 SICK LEAVE

Employees shall be granted up to one (1) working day of paid sick leave per month, or up to four (4) days per semester. Such sick leave will only apply to regularly scheduled classroom or laboratory contact hours. To qualify for sick leave, the employee must notify the person designated by the Faculty or Department where the employee works as to the expected duration of the illness or injury. The Employer may require a medical certificate from the employee for absences of more than three (3) consecutive days. The Employer shall reimburse the cost of the medical certificate. Leave not used in any month shall be carried over a maximum of ten (10) banked days.

The Employer shall grant a leave of absence without pay for long-term sick leave provided medical evidence of such need is submitted to the person designated by the Faculty or Department.

28.02 FAMILY RESPONSIBILITY LEAVE

An employee may be absent without loss of pay or benefits for up to two (2) days per semester, because of family responsibilities. In such cases the employee shall make every reasonable effort to arrange an exchange or substitution for his or her scheduled duties acceptable to the Supervisor. Where this is not possible, the Supervisor shall make such arrangements. The employee will notify the Supervisor in advance with as much notice as possible of any such absence.

ARTICLE 29 – OTHER LEAVES OF ABSENCE

29.01 GENERAL

In addition to the leaves outlined in this Article, the Employer may, in its sole discretion, grant leaves of absence with or without pay to employees for legitimate reasons. Requests for such leave shall not be unreasonably denied.

29.02 ACADEMIC CONFERENCE LEAVE

Subject to the approval of the person designated by the Faculty or Department where the employee works, supported by a copy of the invitation to participate at an academic conference relevant to the Employee's discipline, an Employee shall be granted Academic Conference Leave with pay which is normally no more than ten (10) days between September 1 and the following August 31, and normally no more than five (5) days per request. At least two (2) weeks' notice must be provided to the person designated within the Faculty or Department where the employee works.

29.03 BEREAVEMENT LEAVE

An employee may apply for, and shall be granted, bereavement leave with pay in the event of the death of the employee's spouse, common-law spouse, parent (including step-parent or foster parent), child (including step-child and foster child); sibling (including step-sibling or foster sibling), grandparent, grandchild, mother-in-law, father-in-law, or any relative permanently residing in the same home as the employee, for a maximum of five (5) consecutive days. Upon application, the Employer will consider granting reasonable travel time in addition to the leave granted under this Article.

An employee may apply for, and shall be granted, bereavement leave with pay in the event of the death of the employee's aunt, uncle, cousin, niece, nephew, brother-in-law or sister-in-law, for a maximum of one (1) day. Upon application, the Employer will consider granting reasonable travel time in addition to the leave granted under this Article.

It is recognized by the parties that the circumstances which call for leave in respect of bereavement are based on individual circumstances. On request, the Employer may, after considering the particular circumstances involved, grant leave with or without pay for a period greater than and/or in a manner different than that provided above.

29.04 COMPASSIONATE CARE LEAVE

An employee who provides the University with a copy of a medical certificate as proof that a person with whom they have a close family relationship is gravely ill and at significant risk of death within 26 weeks shall be granted Compassionate Care Leave without pay. Leave granted under this Article shall be for a minimum period of one (1) week and for no longer than eight (8) weeks.

29.05 COURT LEAVE

When employees are summoned for jury duty or as court witnesses, they shall not suffer any loss of salary or wages while so serving, except in situations where they are testifying on their own behalf.

29.06 EXCHANGE OF DUTIES

Upon written request to the person designated by the Faculty or Department where the employee works, an employee may arrange for leave by way of exchanging duties with another qualified employee, or by arranging for another qualified individual to substitute for the employee for periods not to exceed two (2) weeks at a time. Such mutual arrangement will not result in additional cost to the Employer. Permission for such exchanges or substitutions shall be requested as far in advance as possible and shall not be unreasonably denied.

29.07 LABOUR CONFERENCE, CONVENTIONS AND UNION TRAINING

Upon written request to the person designated by the Faculty or Department where the employee works, the Employer shall grant a leave of absence without pay for employees who may be elected or selected by the Union to attend labour conferences or conventions.

The Employer shall grant a leave of absence without pay, not to exceed four (4)

weeks per academic year, to a Union representative who is attending a Union training session. At least two (2) weeks notice must be provided to the person designated within the Department or Faculty where the employee works.

29.08 MATERNITY AND PARENTAL LEAVE

- i) An employee who becomes pregnant shall upon request be granted leave without pay for a period of up to fifty two (52) weeks ending not later than fifty-two (52) weeks after the termination of the pregnancy. The employee shall provide the Employer notice in writing at least four (4) weeks in advance of the anticipated commencement of the leave.
- ii) An employee who is the primary caregiving parent for an adopted child shall upon request be granted leave without pay for a period of up to fifty two (52) weeks. The employee shall make every reasonable effort to provide the Employer notice in writing at least four (4) weeks in advance of the anticipated commencement of the leave.
- iii) An employee who is not the birth mother, or who is not the primary caregiving parent to a newly adopted child, shall upon request be granted leave without pay of up to thirty seven (37) weeks. The employee shall provide the Employer notice in writing at least four (4) weeks in advance of the anticipated commencement of the leave.

29.09 RELIGIOUS OBSERVANCE LEAVE

Employees shall be entitled to up to two (2) days of leave each year to observe spiritual or holy days which are not listed under 27.01. An employee shall make up this time off or arrange an exchange of his or her duties with another qualified individual. If the above is not possible, the employee shall be entitled to leave with pay and shall give at least two weeks' notice of the leave to his or her Supervisor.

29.10 LEAVE FOR COLLECTIVE BARGAINING

The Employer will grant leave with pay to five (5) employees to attend contract negotiation meetings on behalf of the Alliance. Additionally, the Employer will grant leave with pay to a reasonable number of employees for the purpose of attending a reasonable number of meetings in preparation for contract negotiations on behalf of the Union.

29.11 RELEASE OF DUTIES FOR UNION BUSINESS

The Employer agrees to provide leave with pay for up to 4 employees to conduct executive business for a cumulative total of 780 hours in an academic year. Such leave must be taken in units of 156 hours each and each such 156-hour unit must correspond with an academic term.

ARTICLE 30 - WAGES AND PAY ADMINISTRATION

- 30.01 Rates of pay are expressed as hourly rates of pay and are as established in Schedule A.
- 30.02 Employees shall receive seven decimal six nine percent (7.69%) of salary as vacation pay. This amount is not included in the hourly rate of pay and shall be identified on the pay statement.
- 30.03 Employees shall be informed of the day of the month in which they shall be paid. Employees shall be paid in the pay period in which they commence their duties unless the date of pay is within one week from the commencement of duties.
- 30.04 Payments shall be made in equal monthly installments during the period of the appointment and shall be by direct deposit in the account of the employee at the institution of his or her choice. Each payment shall be accompanied by an electronic pay statement that includes a breakdown by position, if relevant, as well as an itemized list of all deductions made from the employee's pay.
- 30.05 No deductions, except those required by law, shall be made from an employee's pay with or without his or her written authorization. In the event an error is made by the University that results in an overpayment to an employee, the University and the employee shall meet to agree upon a reasonable repayment schedule.

ARTICLE 31 – PROFESSIONAL DEVELOPMENT

- 31.01 Academic Participation/Professional Development Fund
Starting for the academic year commencing in September 2016, the Employer will make available a fund of \$30,000 per year to enable the academic participation of and to support the professional development of employees. Unused portions of the fund will be returned to the fund for reallocation. Information governing the eligibility and administration of the fund will be available on the Human Resources website and from the Union. This amount shall increase in each subsequent academic year by the general economic increase negotiated by the parties.

The Union and Employer shall form a joint committee to administer the fund in accordance with guidelines which shall be established by that joint committee.

ARTICLE 32 – EMPLOYEE BENEFITS

32.01 Benefit Plan

- a) Starting for the academic year commencing in September 2016, the Employer will contribute \$150,000 each September during the term of the Collective Agreement towards health care benefits. This contribution is to be administered by the Union.

- b) The Union will provide the Employer with an annual report summarizing the allocations of the Employer’s contributions.

ARTICLE 33 – SOCIAL JUSTICE FUND

33.01 The Employer shall contribute one cent (\$0.01) per hour worked to the PSAC Social Justice Fund and such contribution will be made for all hours worked by each employee in the bargaining unit. Contributions to the Fund will be made quarterly, in the middle of the month immediately following completion of each fiscal quarter year, and such contributions remitted to the PSAC National Office. Contributions to the Fund are to be utilized strictly for the purposes specified in the Letters Patent of the PSAC Social Justice Fund.

Wage proposal

Schedule A

	Apr 23, 2015	Sept 1, 2015	Sept 1, 2016	Sept 1, 2017
Teaching Assistant	\$18.51	\$ 24.62	\$ 25.36	\$ 26.12
Research Assistant	\$18.51	\$ 24.62	\$ 25.36	\$ 26.12
Student Assistant/GSF	\$18.51	\$ 24.62	\$ 25.36	\$ 26.12
Graduate Teaching Fellow	\$20.73	\$ 27.57	\$ 28.40	\$ 29.25
Teacher Scholar Doctoral Fellowship	\$25.23	\$ 33.56	\$ 34.56	\$ 35.60

Market increase on Sept 1, 2015

Increase of 3% on Sept 1, 2016

Increase of 3% on Sept 1, 2017

Pay Notes

Where there is any increase payable to an employee who receives any form of compensation which contains components of scholarship and employment income (e.g.

scholarship with service or a Graduate Teaching Fellowship), any additional compensation pursuant to this agreement shall be paid in addition to the current compensation package. For further clarity, the employer shall not reallocate any additional employment compensation pursuant to this agreement to the detriment of scholarship or other non-employment compensation.

The Union further wishes to discuss issues surrounding blended compensation, where employees receive both scholarship and employment income.

Tuition Increase Assistance

(a) Eligibility

Any employee covered under this Agreement works for sixty (60) hours or more in any term shall receive a tuition increase assistance for that term in which they are employed as calculated in paragraphs b) and c) below.

(b) Reference Fees

- (i) Starting September 1, 2016, the reference tuition fee for employees shall be defined as those program tuition fees established as of the first day they commence employment.
- (ii) Employees who remain registered in the same academic program but whose status changes from full to part-time or vice-versa, shall simultaneously change Reference Fees according to the fees for their new registration status in their academic program as of the date of their former Reference Fees.
- (iii) Employees who are unable to remain registered in the same program due to changes in program offerings or conditions shall maintain their Reference Fees from their original program if they apply to and are accepted in a different program at the University of Saskatchewan within twelve (12) months.

(c) Assistance Amount

- (i) The amount of the tuition increase assistance shall be the difference between the current tuition paid by the employee and the Reference Fees, except as specified in subparagraph ii) below.
- (ii) Employees who have scholarships or bursaries which vary with tuition, shall receive assistance equal to the difference between the increase in their scholarship or bursary due to the increase in tuition, and the actual dollar amount of that increase, if any.