

**MINUTES**

Wednesday, March 24, 2010  
Surrey Campus

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Present:

Shawn Cahill (Chair)	Linda Heska
Monica Wyllie	Gordon Lee
Jeff Brown	Jas Parmar
Mary Partridge	Jody Gordon

Selene Chan (Recorder)

Regrets: Kathy Finn, Ann Moniz

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**1. Welcome**

The Union introduced Mary Partridge who is the new BCGEU staff representative.

**2. Additions to Agenda**

No additions were added to the agenda.

**3. Minutes of Previous Meeting**

The minutes of the January 28, 2010 meeting were adopted and will be posted on the Human Resource Services website.

**4. Review Action Items**

**4.1 Update on New Assessment Training/Roll-Out**

The Employer reported to the Union that there is no new information at this time.

**4.2 Article 30.10**

The Employer requested confirmation from the Union that the report they receive contains the correct information. The Union responded positively. This item is now completed.

**4.3 Sick Leave Report**

The Employer reported on the feedback received from the client groups on the usage of the sick leave form. Both parties agreed that the sick leave form needs to be updated.

*Action: The Union will provide a copy of the public service sick leave form to Management. Management will change the format of this form and report on it at the next meeting.*

**4.4 LOU#11 Labour Market Adjustment**

The Union reported that they have reviewed the information received from the employer.

*Action: The Union will advise the members of the outcome of the review.*

**4.5 LOU #9 (Salary Grid Structure Review)**

The parties have reviewed the report from the sub-committee.

In accordance with LOU#9, the parties met on June 25, 2009 and July 9, 2009 to review the support staff salary grid structure. It was agreed both the Union and the Employer do not have the mandate to make changes to the salary grid and that the purpose of the meetings is to understand the Union's concerns with respect to the salary grid.

This item is now completed.

**4.6 Evening Parking**

The Employer provided the Union with a response to their questions on evening parking.

*Action: The Employer will arrange for a notice to be placed on the Kwantlen noticeboard regarding evening parking.*

**4.7 Joint LMRC Training**

The employer thanked the Union for providing a copy of the information. The employer suggested that as new members join the LMRC that this training would be helpful. This item is now completed.

**4.8 New Bargaining Committee**

The Union has informed their bargaining members of their role on the LMRC. The Union also updated the employer on the status of the union members on the LMRC. This item is now completed.

**4.9 Seniority List**

The Employer explained the columns of the Seniority Report to the Union. A modification was made to the report as it was pulling data from the wrong field. This item is now completed.

**4.10 OH & S Meetings**

The Health and Safety Committee meeting at the Richmond Campus did take place. This item is now completed.

## **5. New Business**

### **5.1 Draft Minutes Feedback**

The Employer expressed concern that the Union was not reviewing the draft minutes from the previous meeting until just prior to the next meeting. This practice creates a delay in being able to adopt and post the minutes as employees may wish to see the minutes for any clarification.

*Action: The Union has agreed to provide feedback to the Employer within five days of receiving the draft minutes.*

### **5.2 Wednesday, May 19, 2010 Meeting**

The Employer informed the Union that it is unable to meet during the date of the previously scheduled May 19, 2010 meeting. Both parties agreed to move this meeting to May 26, 2010 at 1:00p.m.

### **5.3 Union Observer**

The Union notified the Employer that they were unable to find observers for the last few meetings. The Employer responded that they had been in discussions with a staff representative and understood a proposal would be forthcoming from the Union. The Union requested that this item be carried forward to the next meeting.

### **5.4 Final PD Report for Fiscal Year 09/10**

The Union provided the committee with updated information on the staff training and development expenditures. The Union informed Management of the personnel changes to the PD Committee.

**Meeting adjourned at 2:45 p.m.**

**Next Meeting is scheduled for Wednesday, April 21, 2010 at Surrey Campus.**