

# MINUTES

## Support Staff College Union Committee

Date: Tuesday, June 02, 2020	Time: 3:00 p.m.	Location: Microsoft Teams
Present:	Denise Balfe, Lisa Banks, David Coward Joseph Lauzon, Craig MacKenzie, Cathy Torella	
Regrets:	Elaine Murray	
Chair:	David Coward	
Recorder:	Barbara MacNay	

<b>1. Approval of Minutes</b>	
<ul style="list-style-type: none"> <li>The minutes from April 2, 2020 and April 16, 2020 were approved as written.</li> </ul>	
<b>2. Approval of Agenda</b>	
<ul style="list-style-type: none"> <li>The agenda was approved as drafted with no additions.</li> </ul>	
<b>3. Business Arising</b>	
<b>Discussion</b>	<b>Action</b>
<b>3.1 Vacation Directives</b>  Lisa Banks reported that the Registrar, Cindy Mutchler, was contacted regarding the ability to be flexible with vacation requests that conflict with blackout dates. It is management's understanding that this has been addressed and is no longer an issue. The union agrees that since there has been no further complaints brought forward this concern has now been resolved.	
<b>3.2 Employment Stability Fund</b>  David Coward reported that there is currently a little over \$200,000 in the employment stability fund. This will be discussed in more detail at the employment stability committee.	
<b>3.3 Contracts – Appendix D</b>  Denise Balfe advised the union that the quarterly report of current Appendix D contracts received this week from HR is the most current list. The union questioned whether all positions listed are replacing full-time support staff members. Management responded that while a review of each contract has not been	

completed that is their understanding but if there are any concerns or inquiries about a specific contract to contact Denise Balfe and she will review the situation.	
<b>4. New Business</b>	
<b>Discussion</b>	<b>Action</b>
<p><b>4.1 SSCU Summer Schedule</b></p> <p>Typically the Support Staff College Union Committee meets every six weeks from September to June and pause during the summer months. Given the current situation with COVID-19, management asked the union if they wanted to schedule a meeting during the summer and then cancel the meeting if it is not required. The union agreed.</p>	Barbara MacNay will schedule a meeting in approximately six weeks.
<p><b>4.2 Stability Committee Discussion</b></p> <p>It was agreed that the committee would have an informal discussion regarding the Employment Stability Committee.</p> <p>It was decided that a committee would be formed, under Article 14.6.1 at this time, comprised of an equal number of members from management and union, which may be increased to four as requested by the union. Barbara MacNay will attend as the Record Keeper.</p> <p>Management presented a local furlough agreement to the union for consideration should the college get to a point where layoffs are necessary. The agreement would provide flexibility when dealing with this unprecedented situation. Management clarified that the only way for unionized employees to take a leave and continue benefits currently would be through a furlough agreement. David Coward will be sending a letter to the union about the furlough agreement that could be shared with their members to provide more information and a better understanding of this tool and the impact to members.</p> <p>The union raised a number of concerns with this agreement, however noted that we are all working to achieve the same goal and minimize the impact to the workforce during this time. Craig indicated that he will let members know at a local meeting this week that a furlough agreement was brought up for discussion at SSCU, and that an employment stability committee is being formed under Article 14.6.1, so they are aware.</p> <p>A follow up meeting will be scheduled later this week to continue this discussion and address any questions.</p>	<p>D. Coward to send a letter to the Union.</p> <p>A SSCU meeting will be scheduled later this week to continue this discussion.</p>
<b>5. Standing Items</b>	
<b>Discussion</b>	<b>Action</b>
<p><b>5.1 Bullying/harassment</b></p> <p>This item was not discussed and is deferred until the next meeting.</p>	<b>Lead:</b> David Coward
<b>6. IN CAMERA ITEMS</b>	
<b>Discussion</b>	<b>Action</b>
There were no camera items.	

**Next Meeting: June 22, 2020**