

MINUTES Support Staff College Union Committee

Date: March 23, 2017	Location: C315
Present: Joyce Goheen (Chair), Tanya Drake, Craig MacKenzie, Cathy Torella, Elaine Murray, Marina Tomchak, Lisa Banks, Lorelei Price (recorder)	
Regrets:	Guests:

Approval of Agenda	
The agenda was approved.	
Approval of Previous Minutes	
Discussion	Action
The minutes from January 10, 2017 were approved.	
Business Arising	
Discussion	Action
No business arising issues.	
Standing Items	
Discussion	Action
Bullying/harassment	No discussion.
New Business	
Discussion	Action
Welcome A welcome was extended to Lisa Banks as she joins the committee as the management representative.	
Employment Engagement Survey 2017 The survey will be open for 4 weeks beginning April 10 to May 5. Employees will receive an email on April 10 with a link to the survey. It will also be advertised on Staff News, etc. The results will be available in late June with specific department dissemination occurring in late summer/fall, depending on each department's schedule.	
GTA Support Staff PD Day The annual conference is happening at Kempenfelt this year. Georgian has 20 seats reserved. Managers have been informed this week. Staff will be informed next week.	
FT Support Seconded to Management Positions The union feels that full-time support that are seconded to another employee group for longer than one year are no longer considered part of the bargaining group. It has been the past practice of the college to allow secondments for	Tanya will meet with union to review. Addendum: Two meetings have been held. Final resolution is still in progress.

longer than one year, primarily for business needs and to attract potential candidates.	
Appropriate Use and length of Appendix D Contracts Appendix D's are to be used up to one year.	See above. Local discussions are in process.
I&O's End Date versus Collective Agreement End Date The union was concerned that there are I&O contracts with end dates beyond the end date of the current Collective Agreement.	Tanya will draft language that can be included in offer letters to I&O incumbents. Addendum: This has been drafted to include moving forward.
Local Agreements The union would prefer local agreements to have end dates in future.	
Bereavement Leave The union were concerned about a specific, unique situation.	Tanya will arrange for this to be addressed at the next Management Update. Addendum: Management Update in April 2017 did include Bereavement Leave review.
Workloads The union was concerned that the recent restructuring has left some of their members with greater workloads. Members are encouraged to speak with their managers and request assistance to prioritize their work.	
Process for Change in Reporting Structure The union reported that some of their members have new reporting structures, but were never informed. The college does not have a formal policy regarding this situation, however, the Human Resource Consultants do counsel their managers to communicate changes to their staff.	Tanya will arrange for this to be addressed at the next Management Update. Addendum: Management Update in April 2017 did include communication review for changes.
Education Requirements for Internal Postings and Shortlisting The union requested that the union revisit this practice.	
IN CAMERA ITEMS	
Discussion	Action

**Next Meeting:
September 2017**