

MINUTES

Support Staff College Union Committee

Date: Thursday November 21, 2013	Location: C315
Present: Craig MacKenzie, Angela Lockridge, Lori Bell, Brandon Lander, Elizabeth Beamish, Cathy Torella, Elaine Murray	
Regrets :	Guests: Lea Jamieson

Approval of Agenda	
The agenda was approved as presented	Action
Approval of Previous Minutes	
Discussion	Action
The minutes from September 19, 2013 were approved.	
Business Arising	
Discussion	Action
<p>College wide education on bullying/harassment, dealing with staff to staff issues</p> <p>Lori noted that as part of mental health awareness week there were sessions offered on bullying and harassment.</p>	<p>We will monitor add this as a standing item on the agenda. If there is an issue please bring forward to Human Resources immediately as opposed to waiting. This could be brought forward at general Support Staff meetings and discussed with the membership. This will be included in an upcoming Management Update session. HR is creating an orientation for new staff; this will be included in that process as well.</p>
New Business	
Discussion	Action
<p>New AODA Training Requirements</p> <p>Lea Jamieson provided the following information on AODA training requirements:</p> <ul style="list-style-type: none"> • In 2005, the Ontario Government passed the Accessibility for Ontarians with Disabilities Act (AODA) to make Ontario accessible by 2025. • Accessibility standards have been created as part of the AODA and these standards are rules that businesses and organizations in Ontario need to follow to identify, remove and prevent barriers so that people with disabilities have more opportunities to participate in everyday life. • Under the AODA, Integrated Accessibility Standards Regulation (IASR), Georgian is mandated to provide training on the requirements of the accessibility standards referred 	<p>All employees are required to complete the <u>Integrated Standards and Human Rights Training</u> module by January 1, 2014.</p> <ol style="list-style-type: none"> 1. AODA 2 – Integrated Standards and Human Rights Training (new training for all staff) an online training module has been prepared. The training will take approximately 30 minutes to complete. The training will be available on the intranet. This will be communicated broadly.

<p>to in this Regulation and on the Human Rights Code as it pertains to persons with disabilities.</p> <p>Georgian now has 3 training obligations under the AODA legislation:</p> <ol style="list-style-type: none"> 1. AODA 1 - Customer Service Training (all staff requirement) 2. AODA 2 – Integrated Standards and Human Rights Training - THIS TRAINING IS NEW 3. AODA 3 – Accessibility Awareness Training for Educators (all faculty requirement) 	
<p>Barrie Residence RFP and possible contracting out process</p> <p>The college identified the need to establish the Employment Stability Committee and review processes and protocols related to the Residence. The College and the Union will work in a collaborative, transparent way to ensure that affected staff –and all staff- are aware of the process. This is an unsettling time and our collective goal should be to instill a sense of calm wherever possible.</p>	<p>Craig will communicate to Lori the names of the union members for the Employment Stability Committee.</p>
<p>Update on the College of Trades</p> <p>Some support staff are asking how this will work. The college replied that there is no new information at this time.</p>	
<p>Dress Codes at Georgian</p> <p>The union asked if a manager is able to dictate a dress code that doesn't include Personal Protective Equipment. The college replied that managers can expect reasonable dress based on the needs of the job/function of the department. There have been isolated incidents of managers having to speak with staff about appropriate dress but it is rare. If there is an issue and someone feels like they are being singled out they should bring it forward to HR for assistance resolving.</p>	<p>The union executive will speak to members for further clarification and how they would like to bring forward any issues.</p>
<p>Locations of posting of new employment opportunities</p> <p>A support staff has contacted the union executive noting they are collecting postings and placing in a binder due to lack of space in their area to post. This staff member was approached by a colleague and told this wasn't acceptable. The union is asking for clarification regarding the job posting process. Lori replied that the "official" posting location on the Barrie campus is the board outside HR and the intranet. As a courtesy, HR emails the postings to approximately 75 individuals to post within their work area. However, these are not monitored by HR so staff may not be able to rely on those locations being kept current –ex: if the recipient of the email is on vacation. After discussion and review it was decided to discontinue posting at unofficial locations. One board will be designated for each campus/location in addition to the intranet.</p>	<p>Human Resources will communicate that we are going to discontinue distributing to individuals and note the official site for viewing employment opportunities for each location. The intranet is accessible by all staff as well. This will be effective January 2014.</p>
IN CAMERA ITEMS	
Discussion	Action

There are no in camera items.	
-------------------------------	--

Next Meeting:
December 19, 2013
1:30-3:00
C315