

MINUTES Support Staff College Union Committee

Date: Nov. 15, 2018	Location: C315
Present: Craig MacKenzie (Chair), Cathy Torella, Elaine Murray, Marina Tomchak, Kristen Borland, David Coward, Julie Lawson, Lisa Banks, Lorelei Price (recorder)	
Regrets: Kristen Borland, Elaine Murray	Guests:

Approval of Agenda	
The agenda was approved with the addition of two items.	
Approval of Previous Minutes	
Discussion	Action
The minutes from June 28, 2018 were approved.	
Business Arising	
Discussion	Action
Standing Items	
Discussion	Action
Bullying/harassment	No discussion.
Bill 148 Challenges	No discussion.
New Business	
Discussion	Action
President's Designate David Coward informed the committee that as the Vice President, Human Resources he will act as the president's designate as allowed for in the collective agreement.	
Smoking-free Campus The steering committee met for the first time yesterday. The committee is putting together a project plan with a smoking-free target date of May 1 or June 1. Part of the project plan will include supports that can be offered to staff.	
Harassment complaint process The union felt that the current process is not easy to navigate for its members. The college recognizes this issue and has asked that the Process Improvement team map the current process and assist in streamlining. The goal is to have a 'no wrong door' complaint process. A preliminary map will be produced soon.	
Release hours for Barrie Joint Health & Safety Committee The union requested that the managers of the union members on the committee be reminded to release their staff for this committee.	Julie will follow up with the Manager, Health & Safety for the number of hours that the members should be released for.

The union is allowed up to 3 union members on the committee. They are considering adding a part-time support member as 1 of the 3 positions.	Communication will be sent to the managers to remind them to allow their staff to attend this committee.
Less than 12 months' employees and Section 10.1 The union brought forward an arbitration award from 2006 and indicated there was a judicial review in 2008 upholding this case. The union inquired on Georgian's practice as it relates to the holiday qualifiers and a lay off period for less than 12 month employees.	Julie Lawson will review and bring back details for the next meeting.
Support or management positions The union requested a review of an administrator position.	Julie Lawson will look into the position and respond at the next meeting.
Reduced Workload The union asked that the college review its administrative process for group health benefits for those staff that are on a reduced workload.	Julie Lawson will inquire as to what the other colleges do.
Job Shadowing Update So far there have been 19 requests. Seven requests have been completed, and 11 are currently participating.	
IN CAMERA ITEMS	
Discussion	Action
No in-camera items.	

**Next Meeting:
November 15, 2018**