

# MINUTES

## Support Staff College Union Committee

<b>Date:</b> Thursday September 19, 2013	<b>Location:</b> C315
<b>Present:</b> Craig MacKenzie, Nick O'Connell, Angela Lockridge, Lori Bell, Brandon Lander, Elizabeth Beamish, Pat Stupka, Elaine Murray	
<b>Regrets :</b>	<b>Guests:</b>

Approval of Agenda	
The agenda was approved with the following items added <ul style="list-style-type: none"> <li>Notification of Change in working hours-Health Clinic 6.1.3</li> </ul>	<b>Action</b>
Approval of Previous Minutes	
<b>Discussion</b>	<b>Action</b>
The minutes from June 20, 2013 were approved.	
Business Arising	
<b>Discussion</b>	<b>Action</b>
New Business	
<b>Discussion</b>	<b>Action</b>
<b>Changes with College of Trades</b> Lori and Craig have discussed. The issue is the College of trades is going to require apprentices and journeyman to recertify annually. No immediate action will be taken as this is a provincial issue.	
<b>Loss of full-time support staff jobs</b> This issue concerns the SDVA Academic program technologist position. The full time staff member resigned. Presently this position is being filled 24 hour per week. The union noted that students also work in this area. Lori explained that the student work is very different from the Technologist work and is not new. The student staff keep the print shop open so photography students can print their own work after hours and on weekends. It was noted that overall there has been an increase in support staff positions over the last few years. The college is reviewing positions as they become available to ensure we have the appropriate resources in the needed areas.	Lori will provide data that shows the number of support staff positions across the college has increased over the last 5 years.  Lori will provide the information used to post the student jobs in SDVA.
<b>College wide education on bullying/harassment, dealing with staff to staff issues</b>	The union will ask their membership if they would like additional Change Management

<p>This was brought forward from the April meeting. It was noted that we have offered Change Management sessions and will offer them again if needed. We are also bringing awareness to this issue through Respect Speaker series. It was suggested we provide mandatory training to all staff concerning awareness of bullying/harassment.</p>	<p>sessions. They will report back to Lori.</p>
<p><b>Notification of work hours change article 6.1.3</b>  The School of Health and Wellness has created a new customer service hub to schedule clients for clinics. Two full time staff has been assigned to this hub as Customer Service Representatives. The clinics will operate during extended hours. The two incumbents will rotate their schedules to share coverage for these operating articles. As per Article 6.1.3 the college provided written notice of this to Support Staff Union on September 19, 2013. The employees are aware and their manager will work with them to develop specific schedules.</p>	
<b>IN CAMERA ITEMS</b>	
<b>Discussion</b>	<b>Action</b>
<p>There are no in camera items.</p>	

***Next Meeting:***  
**November 21, 2013**  
**1:30-3:00**  
**C315**