

University of Saskatchewan

For Negotiation with ASPA

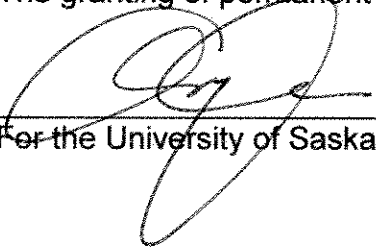
May 7, 2008  
(Proposal 2)

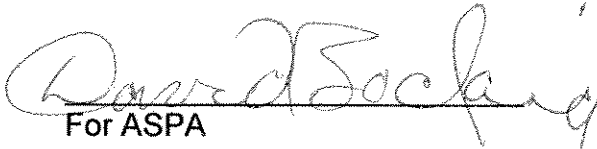
*The following proposal is tendered on behalf of the University of Saskatchewan.*

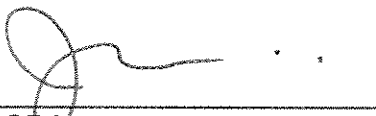
**3.4.3.1 Term Employee to Permanent or Seasonal Employee Status**

A member who has completed ~~three (3)~~ **two (2)** years of service in the same position **and same department** which is half time or greater ~~will apply to AEGG to be considered for be granted~~ permanent status **following two (2) years of continuous service**. A member who has worked at least half time in the same position **and same department** for at least six (6) months in each of ~~three (3)~~ **two (2)** consecutive years ~~may~~ **will be granted** seasonal status. **Employment must be continuous in a seasonal capacity. This provision will not apply where a member is replacing a permanent member on an approved leave.** The granting of permanent or seasonal status will not be unreasonably denied.

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For the University of Saskatchewan

  
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For ASPA

  
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For ASPA

May 7, 2008

E&OE

**ADMINISTRATIVE AND SUPERVISORY PERSONNEL ASSOCIATION  
NEGOTIATIONS WITH THE UNIVERSITY OF SASKATCHEWAN**

**ASPA COUNTER PROPOSAL (3)**

**May 5, 2008**

ASPA would like to make the following counter proposal. However, ASPA reserves the right to table further and/or additional proposals and counter proposals.

**5.4 Time Off for Association Business**

**5.4.1 Members Attending to Association Business**

The University agrees to allow members to attend to Association business during regular hours of work with no loss of salaries or wages. Association meetings may include, but are not limited to: the Annual General Meeting, ratification meetings, Committee meetings, and other meetings held at the request of the University. Time off with pay for members to attend Association meetings and related business should be subject to normal operating requirements of the University. Time off for members to attend to these matters shall not be unreasonably denied.

**5.4.2 Association Representatives Attending to Joint ASPA and University Meetings**

The Association will provide to the University a list of elected and appointed officers of the Association along with a description of their role and authority. The Association will notify the University promptly in the case of changes in the roster and roles of elected and appointed officers. The University agrees to allow elected and appointed officers to attend and to prepare for joint ASPA and University meetings during regular hours of work with no loss of salaries or wages.

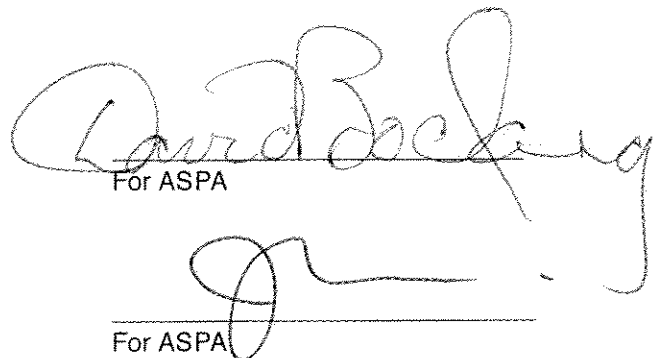
~~When elected or appointed officers attend to joint ASPA / University meetings outside of their normal working hours, the University will compensate the member with equivalent time off in lieu.~~

~~The University and ASPA agree to only scheduling joint meetings within the parameters of the normal working hours of ASPA's elected and appointed officers.~~

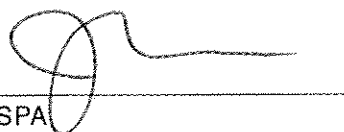
**ASPA and the University agree that every effort will be made to schedule joint ASPA / University meetings during the normal working hours of all elected or appointed ASPA officers on the committee(s).**



For the University



For ASPA



For ASPA

May 5, 2008

**E&EO**

ADMINISTRATIVE AND SUPERVISORY PERSONNEL ASSOCIATION  
NEGOTIATIONS WITH THE UNIVERSITY OF SASKATCHEWAN

ASP A PROPOSAL (2)  
MAY 7, 2008

ASP A would like to make the following proposal. However, ASP A reserves the right to table further and/or additional proposals and counter proposals.

MEMORANDUM OF AGREEMENT

Article 5.5 Reimbursement for Association-Management Meetings

~~The University recognizes the value of the work done by elected and appointed officers of the Association in contributing to the establishment and maintenance of harmonious relationships between the University and the members of ASP A. Thus, the University shares a mutual interest with the Association in maintaining the Association's ability to adequately represent its Members in matters affecting their employment at the University.~~

- 5.5.1 The University will grant leave with pay for up to one (1) FTE so that an officer who has been elected or appointed by ASP A may conduct business on behalf of the Association. The leave so granted may be allocated at the discretion of ASP A to one or more officers of the Association in fractions ranging from one-quarter (1/4) FTE to one (1) FTE so that the sum of all such allocations shall not exceed one (1) FTE.

Where leave is provided to an officer of the Association, ~~under this Memorandum of Agreement~~ and in order to facilitate suitable arrangements being made in the officer's department for the accommodation of the leave, the Association will notify the University not later than May 31 in each year with the details of the allocation of leaves as specified above.

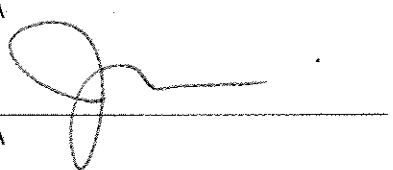
Where leave is provided to an officer of the Association ~~under this Memorandum of Agreement~~, there shall not be any loss of salary or benefits to the officer.

Each employee on such leave with pay at their current salary will return to his or her position at the end of the leave. As deemed necessary by the University, any training required for the employee to again fulfill the duties of the position on their return, will be provided by the University.

- 5.5.2 The University will provide reimbursement in the amount of 0.2% of annual membership salary to be paid to departments as designated by the Association for employees who are required to attend joint Association-Management meetings. The Association will advise the University, in writing, of the amount of the payments and the departments to which they should be directed.

  
For the University

  
For ASP A

  
For ASP A

May 7, 2008  
E&EO

**ADMINISTRATIVE AND SUPERVISORY PERSONNEL ASSOCIATION  
NEGOTIATIONS WITH THE UNIVERSITY OF SASKATCHEWAN**

**ASPA PROPOSAL  
April 29, 2008**

ASPA would like to make the following proposal. However, ASPA reserves the right to table further and/or additional proposals and counter proposals.

**ARTICLE 7 – RECRUITMENT AND RETENTION OF EMPLOYEES**

**7.3.1 Education and Training Incentive**

Recognizing the benefit of University experience and the career development of the individual, ~~permanent, seasonal and eligible term members~~ **eligible members as defined in Table 12** who are appointed to an advertised ASPA permanent or seasonal position **or a term position, which is equal to one year or greater** are eligible for the equivalent of two (2) additional annual allotments of the Accountable Professional Development Account (Article 12.4). This one-time allotment must be used for assisting in the transition to the new appointment as outlined in the work plan (Article 9.2.1) and must be spent within fifteen (15) months of the start of the new appointment. Eligible members and their supervisors should send a Letter of Application to the Associate Vice-President, Human Resources and the President of the Association. Applications should specify the nature of the opportunity, how it will assist in the transition to the new appointment and include a copy of the current work plan.

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**ADMINISTRATIVE AND SUPERVISORY PERSONNEL ASSOCIATION  
NEGOTIATIONS WITH THE UNIVERSITY OF SASKATCHEWAN**

**ASPA PROPOSAL  
APRIL 29, 2008**

ASPA would like to make the following proposal. However, ASPA reserves the right to table further and/or additional proposals and counter proposals.

**ARTICLE 9 – ASSIGNMENT AND ASSESSMENT OF DUTIES**

**9.6 Membership in Professional Associations**

Where membership in a professional association is required by the University of a ~~permanent, seasonal or eligible term employee~~ **an eligible member as defined in Table 12**, such membership will be paid by the University. In certain cases, it may be feasible for the University to obtain an institutional membership in lieu of underwriting the memberships of individual members. Inquiries as to eligibility should be referred to the Associate Vice-President, Human Resources. Human Resources will include in the job posting a reference to any employment requirement to hold membership in professional associations. Department heads should include these requirements in employment letters of offer.

**E&EO**

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**ADMINISTRATIVE AND SUPERVISORY PERSONNEL ASSOCIATION  
NEGOTIATIONS WITH THE UNIVERSITY OF SASKATCHEWAN**

**ASPA PROPOSAL  
APRIL 29, 2008**

ASPA would like to make the following proposal. However, ASPA reserves the right to table further and/or additional proposals and counter proposals.

**9.3 Performance Review**

**9.3.1 Annual Performance Feedback and Salary Review of Permanent,  
Seasonal and Eligible Term Employees *with 0.5 FTE or greater***

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ADMINISTRATIVE AND SUPERVISORY PERSONNEL ASSOCIATION  
NEGOTIATIONS WITH THE UNIVERSITY OF SASKATCHEWAN

ASPA PROPOSAL (2)  
April 29, 2008

ASPA would like to make the following proposal. However, ASPA reserves the right to table further and/or additional proposals and counter proposals

ARTICLE 12 BENEFITS

12.4 Accountable Professional Development Account (APDA)

The Accountable Professional Development Account (APDA) is available to all permanent, seasonal and eligible term employees **eligible members as defined in Table 12** except those on unpaid leave. ~~Effective 1 May 2007~~ The annual APDA allocation is \$1,000 per member. ~~The APDA, which is cumulative to a maximum of \$6,000,~~ **Effective May 1, 2009, APDA is cumulative to a maximum of \$7,500.** APDA shall be used to defray expenses associated with related professional activities, teaching, education, or research. ~~Members have until 30 April 2008 to use any excess balance over \$6,000.~~

For the purposes of these Guidelines, professional development includes those activities, which enhance a member's work performance, ability or effectiveness.

12.4.1 Annual Allocations ~~(effective 1 May 2007)~~

Eligibility:

**All members of ASPA who are eligible (as defined in Table 12) shall receive their annual allocation of 1 May.**

*on RB U*

Eligibility is assessed and the annual APDA allocations are calculated by Human Resources according to employment status in the fiscal year (1 May – 30 April) and made available in an APDA in the name of each member on 1 May of each year.

Each year members will receive a statement of their APDA from the Financial Services Division.

The **maximum** annual amount available for eligible members is \$1,000.00. ~~effective 1 May 2007~~. Where applicable, this amount will be prorated by three factors: payroll FTE; seasonal status; and length of employment during the fiscal year (this last factor does not apply to members on maternity or parental leave).

~~Members who have a term appointment of one (1) year or greater are eligible.~~

~~Members who have positions < 0.5 FTE will receive an amount prorated by FTE based on status as of 1 May or status on date of hire if after 1 May.~~

~~Members who have seasonal appointments will receive an amount prorated in proportion to the layoff period.~~

*RB U*

~~Members appointed between 1 November and 30 April will have their APDA allowance reduced by 50% for the first year of employment only.~~

Members returning from leave without pay will have their allocation prorated in proportion to time worked during the fiscal year and their payroll FTE status on the date of return to work.

~~After 30 April 2008~~ If an annual allocation results in an APDA balance exceeding \$6,000 ~~the maximum~~, the amount over \$6,000 the **maximum** will be deemed unassigned and transferred in accordance with the terms of Article 12.4.5, **except in the case when the excess results from funds allocated under Article 7.3.1.**

*where*

#### 12.4.2 Eligible Expenses

As legislation on taxable benefits change from time to time, please consult the Financial Services Division website for a listing of current claimable expenses. As non-taxable benefits, any goods, books, or equipment purchased from the APDA will remain the property of the University.

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#### 12.4.3 Claims

Members must submit expense claims for authorization by their department/unit head. The officer in each unit who authorizes the claims should forward the completed forms with supporting documentation directly to Payment Services, which has the responsibility of tracking the accounts. Members are requested to minimize the number of claims to be processed by normally submitting claims of at least \$50.00 on any one occasion.

A member who feels that an APDA claim has been unfairly rejected may request, in writing, that AECC conduct a review of the application and the decision and, if appropriate, make a recommendation to the University. Such a decision will not be subject to the grievance and arbitration procedures.

#### 12.4.4 Unexpended Balances

Unexpended APDA balances will be carried forward automatically for each member for future professional development use up to the maximum. ~~of \$6,000.~~

Upon departure from the Association, unexpended balances in an APDA will be transferred to any of the three (3) funds: the ASPA Scholarship Fund, the ASPA Award Fund or the ASPA Tuition Reimbursement Fund. The specific allocation of funds will be determined by the Association.

#### 12.4.5 Unassigned APDA Annual Amounts

~~Effective 1 May 2008,~~ One-half of the unassigned portions of a member's annual APDA allocation, in excess of \$6,000 the maximum, will be transferred to any of the three funds: the ASPA Scholarship Fund, the ASPA Award Fund or the ASPA Tuition Reimbursement Fund. The specific allocation of funds will be determined by the Association.

The remaining one-half of unassigned portions of a member's annual APDA allocation will be transferred to the Development Investment Grant (DIG).

#### 12.4.6 Utilization Statement

Annually, the University shall provide ASPA a report listing the detailed financial transactions for the four (4) funds that occurred in the previous fiscal year.

#### 12.5 Tuition Reimbursement Fund (TRF)

Beginning in the 2007-2008 fiscal year, the University agrees to establish a Tuition Reimbursement Fund (TRF). The TRF will be funded from two sources:

- (a) unexpended APDA balances of individuals ceasing to be members of the Association and
- (b) one-half of the unassigned APDA funds in excess of \$6,000 the maximum.

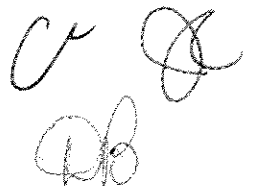
The specific allocation will be determined by the Association on an annual basis. The TRF is available for members' immediate family (spouses, partners, and children). Tuition reimbursements will be made annually. Terms of reference for the fund will be subject to agreement between the parties. The Student and Enrolment Services Division (SESD) at the University will administer the fund.

All unexpended tuition reimbursement funds will be carried forward from year to year.

#### 12.6 Development Investment Grant (DIG)

Beginning 1 May 2008, the University agrees to establish a Development Investment Grant (DIG). The DIG will be funded from one half of the unassigned APDA funds in excess of \$6,000 the maximum. The DIG is available to all ~~permanent, seasonal, and eligible term employees~~ **eligible members as defined in Table 12** except those on unpaid leave. The Guidelines for the Grant will be subject to agreement between the parties. All unexpended funds in the DIG will be carried forward from year to year. Decisions regarding the allocation of the DIG will not be subject to the provisions of the grievance and arbitration procedures.

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ADMINISTRATIVE AND SUPERVISORY PERSONNEL ASSOCIATION  
NEGOTIATIONS WITH THE UNIVERSITY OF SASKATCHEWAN

ASPA PROPOSAL  
APRIL 29, 2008

ASPA would like to make the following proposal. However, ASPA reserves the right to table further and/or additional proposals and counter proposals.

**12.7 Housing Assistance**

The University agrees to provide, upon a letter of application to Human Resources by an **eligible** member in a ~~permanent, seasonal, or eligible term position as defined in Table 12~~, a salary advance for the purpose of buying, for personal use, a maximum of two (2) principal residences in Saskatoon or environs. There shall be only one (1) advance issued per member at any one time. Applications to Human Resources must be made within three (3) months of the date of possession.

This salary advance shall not exceed \$12,000.00 and shall be made for a maximum period of three (3) years. A minimum of 1/36 of the original principal sum is repayable monthly by payroll deduction or for seasonal employees not actively at work, by postdated cheque(s). The recipient of the advance who wishes to repay it earlier may do so. The advance shall be secured by a promissory note drawn in favour of the University.

In the event of termination or cessation of a member's employment prior to expiry of the period of repayment of the advance, or failure to comply with the terms of the advance, the outstanding balance owed by the member shall be repaid immediately, or at the discretion of the University.

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**ADMINISTRATIVE AND SUPERVISORY PERSONNEL ASSOCIATION  
NEGOTIATIONS WITH THE UNIVERSITY OF SASKATCHEWAN**

**ASPA PROPOSAL  
MAY 7, 2008**

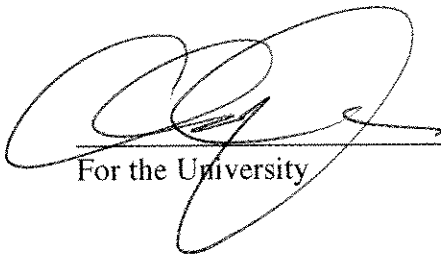
ASPA would like to make the following proposal. However, ASPA reserves the right to table further and/or additional proposals and counter proposals.

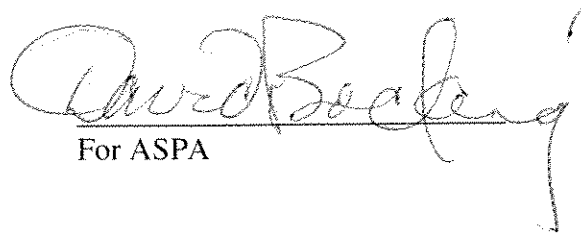
**12.7 Housing Assistance**


The University agrees to provide, upon a letter of application to Human Resources by an eligible member as defined in Table 12, a salary advance for the purpose of buying, for personal use, a maximum of two (2) principal residences in Saskatoon or environs. There shall be only one (1) advance issued per member at any one time. Applications to Human Resources must be made within three (3) months of the date of possession.

This salary advance shall not exceed \$12,000.00 and shall be made for a maximum period of ~~three (3)~~ **five (5)** years. A minimum of ~~1/36~~ **1/60** of the original principal sum is repayable monthly by payroll deduction or for seasonal employees not actively at work, by postdated cheque(s). The recipient of the advance who wishes to repay it earlier may do so. The advance shall be secured by a promissory note drawn in favour of the University.

In the event of termination or cessation of a member's employment prior to expiry of the period of repayment of the advance, or failure to comply with the terms of the advance, the outstanding balance owed by the member shall be repaid immediately, or at the discretion of the University.

  
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For the University

  
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For ASPA

  
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For ASPA

May 7, 2008

**E&EO**

ADMINISTRATIVE AND SUPERVISORY PERSONNEL ASSOCIATION  
NEGOTIATIONS WITH THE UNIVERSITY OF SASKATCHEWAN

ASPA PROPOSAL  
APRIL 29, 2008

ASPA would like to make the following proposal. However, ASPA reserves the right to table further and/or additional proposals and counter proposals.

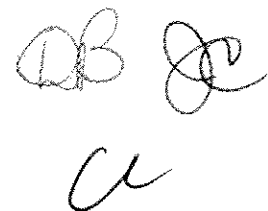
**ARTICLE 20 - LEAVES**

**20.10 Leave, Sick**

~~Permanent, seasonal and eligible term employees~~ **Eligible members as defined in Table 12** are entitled to disability benefits as defined under the Salary Continuance Plan.

Members hired on a term or part-time basis, who are not included under the provisions of the Salary Continuance Plan are entitled to an allowance of one and one-quarter (1.25) days sick leave per month of employment. The allowance is cumulative and is prorated for part-time employees.

**E&EO**

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**ADMINISTRATIVE AND SUPERVISORY PERSONNEL ASSOCIATION  
NEGOTIATIONS WITH THE UNIVERSITY OF SASKATCHEWAN**

**ASPA PROPOSAL  
APRIL 29, 2008**

ASPA would like to make the following proposal. However, ASPA reserves the right to table further and/or additional proposals and counter proposals.

**20.3 Leave, Education**

**20.3.1 Leave, Paid Education**

~~Permanent, seasonal, or eligible-term employees~~ **Eligible members as defined in Table 12** may apply for paid education leave to enroll in seminars, short courses, and other similar instructional programs for the purpose of obtaining or enhancing skills and knowledge directly related to their employment at the University. Applications must be accompanied by a recommendation from the member's department head, and be submitted to the Associate Vice-President, Human Resources at least four (4) weeks prior to the commencement of the proposed leave. The Associate Vice-President, Human Resources shall determine whether the training will be of sufficient benefit to the member and the University to qualify for paid education leave, and whether the effect on the normal operation of the member's department is sufficiently minimal to permit this absence. Disputes will be referred to the AECC.

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**University of Saskatchewan Proposal  
For Negotiation with ASPA**

May 13, 2008  
Proposal 3

***In consideration of the discussion at bargaining on this Article, the following revised proposal is tendered on behalf of the University of Saskatchewan.***

**20.7.5 Supplemental Benefits Plan**

**After twelve (12) months of continuous service, a member who qualifies for a leave as defined under Article 20.7.1, 20.7.2, 20.7.3, or 20.7.4 and who is required to serve a two (2) week Employment Insurance waiting period, will be paid 95% of normal weekly earnings in effect immediately preceding commencement of the leave during the waiting period (provided they will be receiving Employment Insurance benefits).**

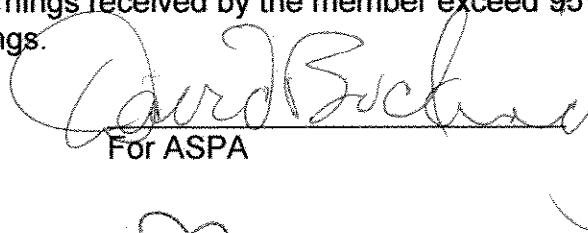
After twelve (12) months of continuous service, a member who qualifies for maternity leave as defined under Article 20.7.1 is eligible to receive supplemental benefits for a maximum of fifteen (15) weeks (~~two (2) week waiting period excluded~~), providing they are in receipt of **receiving** Employment Insurance benefits.

After twelve (12) months of continuous service, a member who qualifies for leave as defined under Article 20.7.2, 20.7.3, and 20.7.4 is eligible to receive supplemental benefits for a maximum of four weeks (~~two (2) weeks waiting period excluded~~), providing they are in receipt of **receiving** Employment Insurance benefits.

The University will pay the difference between Employment Insurance Benefits and 95% of the member's normal weekly earnings in effect immediately preceding the commencement of the leave.

In no case will the total amount of the Supplemental Benefits, Employment **Insurance** Gross Benefits, and any other employment earnings received by the member exceed 95% of the member's ~~regular~~ **normal** weekly earnings.

  
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For the University

  
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For ASPA

  
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For ASPA

May 13, 2008

E&OE

ADMINISTRATIVE AND SUPERVISORY PERSONNEL ASSOCIATION  
NEGOTIATIONS WITH THE UNIVERSITY OF SASKATCHEWAN

APRIL 29, 2008

ASPA would like to make the following proposal. However, ASPA reserves the right to table further and/or additional proposals and counter proposals.

**ARTICLE 20 LEAVES**

**Article 20.7.7 Vacation**

Annual vacation may be taken as an extension of any Article 20.7 leave.

The member's vacation accumulation date will not be adjusted for the length of any Article 20.7 leave.

~~Vacation entitlement will not accumulate during any portion of the leave.~~

**A member eligible for the Supplemental Benefits Plan (Article 20.7.5) is also eligible to accrue annual paid vacation, as per Article 19.2, at their full appointment rate (FTE) for the period during which they collect the Supplemental Benefits Plan.**

**Unpaid annual vacation will accumulate at the rate defined in Article 19.2 for the portion of any Article 20.7 leave that is not covered by the Supplemental Benefits Plan, or for the entire leave for members who do not qualify for the Supplemental Benefits Plan.**

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**ADMINISTRATIVE AND SUPERVISORY PERSONNEL ASSOCIATION  
NEGOTIATIONS WITH THE UNIVERSITY OF SASKATCHEWAN**

**ASPA PROPOSAL (3)  
May 5, 2008**

ASPA would like to make the following proposal. However, ASPA reserves the right to table further and/or additional proposals and counter proposals.

**TABLE 12 – BENEFIT ELIGIBILITY  
GREATER THAN OR EQUAL TO HALF-TIME (≥ 0.5 FTE)**

For the following types of employees, the FTE must be half time or greater, and there must be no breaks in employment. Eligibility is based on *the term of the appointment ≥ one (1) year or a combination of service to the employer that is ≥ one (1) year.*

BENEFIT	EMPLOYEE STATUS		
	TERM Appointment or Service <1 Year	Appointment or Service ≥ 1Year	PERMANENT / SEASONAL *
Accountable Professional Development Account [\$1,000 per year] ( <del>Effective 1 May 2007</del> ) (Article 12.4)	not eligible	eligible ****	eligible **** (Seasonal prorated to layoff period)
Basic Group Life Insurance [2x annual salary (adjusted to the next higher \$1,000). Max of \$500,000] (Article 12.1)	not eligible	eligible	eligible-3 month waiting period
Business Travel Insurance [\$100,000]	eligible	eligible	eligible
Dental Coverage [member and dependant(s)] (Article 12.1)	not eligible	eligible	eligible-3 month waiting period
Development Investment Grant (DIG) (Article 12.6)	not eligible	eligible	eligible
Education and Training Incentive (Article 7.3.1)	not eligible	eligible	eligible
Extended Health Care [member and dependant(s)] (Article 12.1)	not eligible	eligible	eligible
Fitness Benefit (Article 12.9)	eligible	eligible	eligible
Housing Assistance [up to \$12,000] (Article 12.7)	not eligible	**	eligible

Leave, Paid Education (Article 20.3.1)	not eligible	eligible	eligible
Membership in Professional Associations (Article 9.6)	not eligible prorated on length of term	eligible	eligible
Pension (Article 12.1)	not eligible	eligible	eligible-maximum voluntary deferral 3 years
Retirement Recognition (Article 12.8)	not eligible	not eligible	eligible after 20 years of service
Salary Continuance Plan (Article 20.10)	not eligible	eligible	eligible
Sick Leave - 1.25 days per month (Article 20.10)	eligible	***	***
Tuition Waiver (Article 12.3)	eligible	eligible	eligible
Voluntary Group Life	not eligible	eligible	eligible

\* The waiting periods are waived if a permanent / seasonal employee has at least three (3) months of service immediately prior to the permanent appointment.

\*\* May be eligible depending on length of term and funding arrangements.

\*\*\* See the Salary Continuance Plan

\*\*\*\* **Members appointed between 1 November and 30 April will have their APDA allowance reduced by 50% for the first year of employment only.**

*DB [Signature]*

**TABLE 12 - BENEFIT ELIGIBILITY**

**LESS THAN HALF-TIME (< 0.5 FTE) AND CASUAL EMPLOYEES**

**COVERAGE CRITERIA**

	<b>50%</b>	<b>100%</b>
Employment History for Benefits	Eligibility is retrospectively evaluated twice a year: once when the initial 26+ weeks are completed (not necessarily in July and regardless of starting date) and once in January. At the initial / mid year evaluation, to qualify at least 390 hours must have been worked but less than 780 hours in the previous 26 weeks. At the year-end evaluation, to qualify at least 780 hours must have been worked but less than 1560 hours in the previous calendar year.	At the initial / mid year evaluation (see 50 % coverage definition), to qualify, at least 780 hours must have been worked in the previous 26 weeks. At the year-end evaluation in January, to qualify, at least 1560 hours must have been worked in the previous calendar year.

**BENEFITS**

	<b>TERM LESS THAN HALF-TIME</b>	<b>CASUAL</b>
<b>Group 1</b>	<i>Eligibility is based on University Employee hours.</i>	
Basic Group Life Insurance (Article 12.1)	50% of 2x annual basic earnings, adjusted to the next higher \$1,000 (if not already a multiple of \$1,000) to a maximum benefit of \$500,000	2x annual basic earnings, adjusted to the next higher \$1,000 (if not already a multiple of \$1,000) to a maximum benefit of \$500,000
Business Travel Insurance	\$50,000	\$100,000
Dental Coverage (Article 12.1)	50% of Basic Dental coverage, member only, up to \$750 per calendar year	100% of Basic Dental coverage, member only, up to \$1,500 per calendar year
Extended Health Care - formulary drug only - member and dependant(s) coverage (Article 12.1)	reimbursement of 50% of formulary drugs to a maximum of \$500 per calendar year	reimbursement of 100% of formulary drugs to a maximum of \$1000 per calendar year
Fitness Benefit (Article 12.9)	eligible	eligible
Pension (Article 12.1)	Eligibility is based on a minimum earnings level (35% of the Yearly Maximum Pensionable Earnings) in each of two (2) calendar years where there is no break in service of twelve (12) months or more. All University service earnings are included. The contribution rate is 5% and is matched by the employer.	

	<b>TERM LESS THAN HALF-TIME</b>	<b>CASUAL</b>
<b>Group 2</b>	<i>Eligibility is based on ASPA hours only.</i>	
Accountable Professional Development Account (\$1,000 per year) (Article 12.4) (Effective 1 May 2007)	Prorated based on FTE	not eligible
Fitness Benefit (Article 12.9)	eligible	eligible
Housing Assistance (Article 12.7)	not eligible	not eligible
Retirement Recognition (Article 12.8)	not eligible	not eligible
Sick Leave (Article 20.10)	1.25 days per month, prorated to FTE	not eligible
* Pro-rated Tuition Waiver (Article 12.3)	eligible to apply **	eligible to apply**

\* 50% of the tuition waiver  
 \*\* Eligibility is based on the criteria for benefits or the accumulation of 400 hours within a two (2) year period using ASPA hours only.

**E&EO**

University of Saskatchewan

For Negotiation with ASPA

May 5, 2008

*Further to our proposal of April 29, 2008, and in consideration of the revisions requested by ASPA, the following proposal is tendered on behalf of the University of Saskatchewan.*

## Definitions

**Human Resources** refers to an administrative unit within the Vice-President, Finance and Resources office representing the University in matters related to human resource management. ~~organizational unit formerly known as the Human Resources Division (expires concurrently with this collective agreement).~~

**Normal retirement** refers to the 30th day of June coinciding with or next following the member's 67th birthday.

**Retirement** occurs when a member reaches normal retirement age or elects to leave employment at the University and is immediately eligible for University of Saskatchewan pension benefits.

**Service** refers to the time spent by a member performing the duties assigned by the employer **except when calculating the vacation accrual rate where the service refers to service to the employer.**

*all employment with of the individual with ce [signature] [signature]*

## 7.2 Advertising Procedure

All positions advertised will be posted by Human Resources for a minimum of one (1) week.

All applications will be directed to Human Resources. ~~Human Resources~~ **Members** will identify **their membership in the Association when applying for a position within the scope of ASPA.** ~~all Association member applicants before forwarding the applications to the department at the close of the application period.~~

### 7.5.1 Promotions

A promotion occurs when a member is successful in obtaining a new position that is recognized by a higher salary.

Appointments that are defined as promotions are probationary as specified in Article 8. A member with permanent status who accepts a promotion and fails to successfully complete the probationary period in the new appointment shall be eligible for all applicable provisions as specified in Article 16.

*ce [signature] [signature]*

When a member's salary is changed by promotion the new salary shall be within the range of the new position. **The new salary will be at least 3% of the target point in the new phase higher than the former salary, or the minimum of the new phase (whichever is higher).**

**9.2.1 Work Plan Development Including Hours of Work**  
*(all other language in this Article remains status quo except paragraph 4 as indicated below)*

Members and their supervisors are encouraged to develop and document a work plan. This work plan will outline the hours of work within an annual framework of 1950 hours (weekly average of 37.5) and priorities for duties and deliverables. These work plans should be reviewed every four months and revised, if necessary. One of the reviews will form a basis of the annual performance appraisal which will encompass the previous year's performance and which will be forwarded to Human Resources. ~~for adjudication by the Salary Review Committee (Article 9.3.6).~~

9.3 Performance Review (discussion deferred)

**11.2 Salary Adjustment Through Promotion and/or Review of Position**

If a member's salary is changed upward by promotion or through a review of the position, the new salary shall be within the salary range of the phase for the new position. The new salary will be at least 3% of the target point in the new phase higher than the former salary, or the ~~maximum~~ **minimum** of the new phase (whichever is ~~lower~~ **higher**). Details of the calculation will be provided to the member by Human Resources.

**12.1 Benefit Plans**  
*(all other language in this Article remains status quo except paragraph 2 as indicated below)*

The employer's total expenditure of Dental and Extended Health pursuant to this collective agreement shall be capped at 3.65% of base salary for those members enrolled in said plan(s) per year (~~Note: the funding rate will change effective the first of the month following the date of signing.~~)

**15.2 Retirement**

A member who intends to retire should contact the Benefits Office for information regarding the appropriate notice period and other provisions at least six (6) months prior to the expected date of retirement.

The normal retirement date of a member is the 30th day of June coinciding with or next following the member's 67th birthday. ~~An exception to this is a member covered by the~~



~~Non-Academic Pension Plan, in which case the retirement age is 65.~~ **Benefit coverage will continue for employees who work past their normal retirement date with the following exceptions:**

- **Out of province emergency travel coverage and assistance is limited to 30 days maximum when travelling on personal business**
- **Long-term disability plan coverage and benefits will not be available to employees who work past their normal retirement date.**
- **Pension plan available to employees remains in place past their normal retirement date in accordance with the terms of the plan and applicable legislation**

**Human Resources will contact the member regarding benefits changes that occur at normal retirement.**

Subject to the provisions of the applicable pension plan a member may retire before the normal retirement date. Prior to retiring, if the member wishes, duties, responsibilities and salary may be reduced on terms mutually agreeable to the member, the department head and the Associate Vice-President, Human Resources.

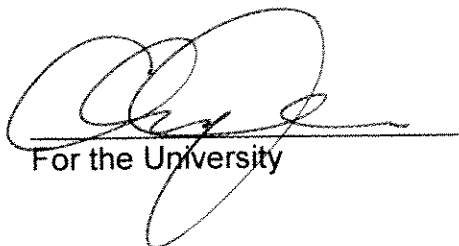
Members electing retirement will not be eligible for severance benefits as part of their retirement package.

#### **~~20.7.8 Increments (expires 30 June 2007)~~**

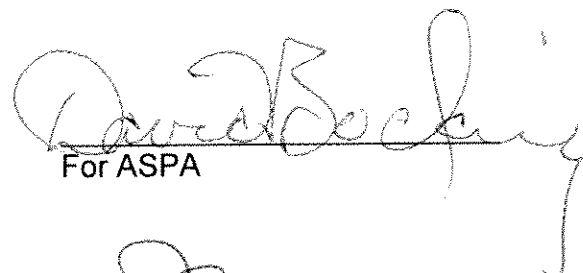
~~The member's increment eligibility will be adjusted for the length of any leaves in Article 20.7 that exceed their defined duration.~~

#### **ARTICLE 23.1 – MISCELLANEOUS**

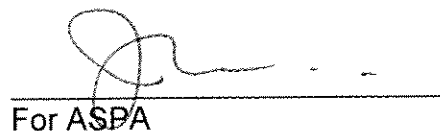
**23.1 Duration of the Agreement (discussion deferred)**  
**Schedule 1 – SALARY RANGES (discussion deferred)**



For the University



For ASPA



For ASPA

May 5, 2008

E&OE

Trend Information for ASPA Salaries and Negotiated Increases  
June, 2008

Item	Facts
HRSDC Canada	<ul style="list-style-type: none"> <li>○ Average Annual Wage Adjustment (National)<sup>1</sup> <ul style="list-style-type: none"> <li>○ 3.2(public)</li> <li>○ 4.0(private)</li> <li>○ 3.4(both)</li> </ul> </li> <li>○ Adjustments in Major Settlements in Canada per Quarter (National)<sup>2</sup> <ul style="list-style-type: none"> <li>○ Q2 '07 – 3.0</li> <li>○ Q3 '07 – 3.9</li> <li>○ Q4 '07 – 3.4</li> <li>○ Q1 '08 – 3.4</li> </ul> </li> <li>○ The largest concentration of employees was in the education and health, and social services sector where wage adjustments averaged 3.5% (National)<sup>3</sup></li> <li>○ Wage Settlements in Saskatchewan since 2007<sup>4</sup>: <ul style="list-style-type: none"> <li>○ Q2 '07 – 4.2</li> <li>○ Q3 '07 – 4.0</li> <li>○ Q4 '07 – 4.2</li> <li>○ Q1 '08 – 2.3*</li> </ul> </li> </ul> <p>* Due to a low settlement skew</p>
Watson Wyatt Data	<ul style="list-style-type: none"> <li>○ Regional Projected Salary Increases for 2007-2008<sup>5</sup>: <ul style="list-style-type: none"> <li>○ 3.61% (executives)</li> <li>○ 3.59% (Prof/Tech)</li> </ul> </li> <li>○ Forecasted average base salary increase in Saskatchewan for 2008<sup>6</sup> <ul style="list-style-type: none"> <li>○ 3.6% 2008 forecast</li> </ul> </li> </ul>

<sup>1</sup> Average Wage Adjustments by Public and Private Sectors, a Chronological Perspective since 1988  
[www.hrsdc.ca/en/lp/wid/aawa/public\\_private.shtml](http://www.hrsdc.ca/en/lp/wid/aawa/public_private.shtml)

<sup>2</sup> Average Annual Wage Adjustments in Major Settlements  
[www.hrsdc.gc.ca/en/lp/wid/aawa/quarterly\\_index.shtml](http://www.hrsdc.gc.ca/en/lp/wid/aawa/quarterly_index.shtml)

<sup>3</sup> Average Annual Wage Adjustments in Major Settlements  
[www.hrsdc.gc.ca/en/lp/wid/aawa/quarterly\\_index.shtml](http://www.hrsdc.gc.ca/en/lp/wid/aawa/quarterly_index.shtml)

<sup>4</sup> Average Annual Wage Adjustments in Major Settlements  
[www.hrsdc.gc.ca/en/lp/wid/aawa/quarterly\\_index.shtml](http://www.hrsdc.gc.ca/en/lp/wid/aawa/quarterly_index.shtml)

<sup>5</sup> *Watson Wyatt Next adjustment to base salary average increases (and number of organizations) by region 2007/2008*

<sup>6</sup> *Exhibit IV-1 Summary of average base salary increase by region (2004 to 2008) – Watson Wyatt*

<p>Conference Board Of Canada</p>	<ul style="list-style-type: none"> <li>○ Education and Health Increase- 4.2% for 2007(excluding zeros)*</li> <li>○ Regional for 2007<sup>7</sup> (Saskatchewan/Manitoba) Increase – 4.6% (excluding zeros)*</li> </ul> <p>* Overall Salary Increase</p>
<p>World At Work</p>	<ul style="list-style-type: none"> <li>○ Canadian Salary Increases Projected at 3.9% in 2008 □ Aug. 17, 2007—The desire to attract and retain the most productive employees, is driving employers to project a national average salary increase of 3.9% for 2008, slightly less than the 4.1 % average increase granted in 2007 according to a compensation survey.<sup>8</sup></li> <li>○ Higher Pay, More Flexible Work Arrangements Among Major Canadian Trends for 2008<sup>9</sup> <ul style="list-style-type: none"> <li>○ 67% of employers expect to raise compensation levels in the next three months.</li> <li>○ 49% estimate the average raise will amount to 3% or less;</li> <li>○ while 22% anticipate an average raise of 5% or more.</li> </ul> </li> <li>○ Modest pay increases and inflation rates are forecast for next year in both the US and Canada, with average salary increases above inflation expected at 1.9% in the US</li> </ul>

<sup>7</sup> 2008 Planned Compensation Increases, by Industry, Sector, and Region – Conference Board of Canada

<sup>8</sup> Mercer Human Resource Consulting 2008 Canadian Compensation Planning Survey  
<http://www.imercer.com/default.aspx?page=surveydetail&surveyid=4576&newRegionId=102>

<sup>9</sup> Harris Interactive on behalf of CareerBuilder.ca

	<p>and at 1.8% in Canada. (Projected Inflation in Canada = 2.0%)<sup>10</sup></p> <ul style="list-style-type: none"> <li>○ The average salary increase budget of Canadian employers for 2008 is 3.7%, including a provision for promotional increases, according to Morneau Sobeco.<sup>11</sup> <ul style="list-style-type: none"> <li>○ The highest salary increase expectations are reported in Alberta with average expected increases ranging from 4.3% for operation and production staff to 5.6% for executives before promotional increases.</li> <li>○ Regional variations exist across the country, for example: -Greater Calgary has the highest average projected increase of 4.2% <p>The rest of Alberta is also higher than the national average with a 4.1% projected increase</p> <p>Employers in Greater Vancouver are reporting a projected 3.7% increase</p> <p>The remainder of British Columbia is forecasting a 3.9% increase</p> <p>The Maritime region is estimating 3.6% increase</p> <p>Montreal is budgeting for a 3.6% increase and the rest of Quebec is estimating 3.7%</p> <p>Greater Toronto and the rest</p> </li> </ul> </li> </ul>
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<sup>10</sup> Mercer's 2008 Global Compensation Planning Report

<sup>11</sup> <http://www.morneausobeco.com/>

	<p>of Ontario are forecasting 3.6% increase, on par with Montreal and the Maritimes.</p>
<p>University Operating Budget is a limited amount</p>	<ul style="list-style-type: none"> <li>○ 75% to salary and benefits<sup>12</sup>. We receive money from the provincial government for our operating grant. Currently dealing with a tuition freeze that the government is funding – but it is also effects our overall costs.</li> <li>○ Salaries and benefits costs constitute in excess of 70% of total operating expenditures. In the absence of any negotiated increases, salaries and benefits costs normally progress by approximately 1% annually. Any negotiated increases would then be in addition to this normal progression.</li> </ul> <p>Salaries and benefits costs are projected to increase by 4.5% in 2008/09. The projected increase includes approximately 1% for normal progression as noted above and 3.5% for negotiated increases.</p>

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<sup>12</sup> Vice-President Finance and Resources Presentation on Operating Budget


## Memorandum of Agreement Essential Services

The parties agree to enter into essential services discussions in a proactive and collaborative manner in anticipation of the changing labour legislation, Bill C-5.

The parties agree to form a subcommittee that will undertake to develop an agreement that will identify: positions, people, and processes essential to the operations of the University of Saskatchewan in the event of a labour disruption.

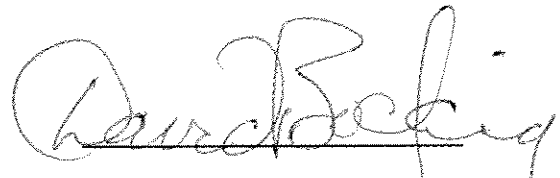
The parties agree to undertake this project immediately with a goal of developing a protocol in a timely manner to be recommended to and signed by the parties' principals.

In the event that agreement is not reached, the legislation will be relied upon.




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On behalf of the Employer



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On behalf of ASPA



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On behalf of ASPA

April 16, 2008

EO&E