Proposed monetary changes to the current 2017 – 2023 Collective Agreement

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​BETWEEN

SASKATCHEWAN POLYTECHNIC

​(SASK POLYTECH)

​AND

​SASKATCHEWAN POLYTECHNIC FACULTY ASSOCIATION

​(SPFA)

**NOTE:** The following proposals are submitted without prejudice to any court, arbitration or statutory tribunal.  The Saskatchewan Polytechnic Faculty Association reserves the right to amend, add or delete proposals as it deems appropriate in response to issues that arise in the workplace or in course of collective bargaining.  It is distinctly understood that nothing is agreed to until everything is agreed to, notwithstanding that the parties may choose to sign-off on items agreed upon for the sake of clarity and administrative purposes.

**Document Number:**

Presented: Friday, April 28th

SASKATCHEWAN POLYTECHNIC FACULTY ASSOCIATION (“SPFA”) MONETARY PROPOSALS​

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​FOR AMENDMENTS TO

​THE COLLECTIVE AGREEMENT

​BETWEEN

​SASKATCHEWAN POLYTECHNIC

​(SASK POLYTECH)

​AND

​SASKATCHEWAN POLYTECHNIC FACULTY ASSOCIATION

​(SPFA)

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SPFA reserves the right to add, delete or amend any proposals during the period of negotiations.

Items shown in bold indicate new language, items struck through indicate a deletion

Errors and/or omissions accepted.

Without Prejudice

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**​APRIL 28TH, 2023**

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**SPFA MONETARY PROPOSALS**

|  |  |  |  |
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| **Proposal** | **Category** | **Article** | **Proposal** |
|  | Monetary AMENDMENT | 3.xx | NEW: **Use of Personal Electronics****Employees who are required to use their personal electronic devices for work-related activities will be reimbursed for all monthly costs associated with the device. Part-time employees will be reimbursed on a pro-rated basis.**  |
|  | Monetary AMENDMENT | 4.24.2.2 | AMEND: One (1) hour of preparation time will be credited for the first ~~twelve (12)~~ **ten (10)** hours of instruction**.** One (1) additional hour will be credited for each additional ~~fifteen (15)~~ **twelve (12)** hours of instruction. |
|  | Monetary AMENDMENT | 9.2.3.1 | AMEND: **The following are the maximum assigned instructional student contact hours and constitutes the equivalent of a full instructional student contact assignment:**  **~~Category 14 (1442.75 hours) – Historically includes positions whose primary role is non-instructional assignments~~****~~Category 10 (1000 hours) – Historically non post-secondary programming~~****~~Category 9 (900 hours) – Historically includes programs that are classroom/shop format~~****~~Category 8 (825 hours) – Historically includes classroom/laboratory format~~****~~Category 6 (625 hours) – Historically includes programs that are classroom/lecture format~~**

|  |  |
| --- | --- |
| **Program Category** | **Total Contact Hours** |
| **Apprenticeship** | **685** |
| **Diploma/Certificate** | **585** |
| **Applied Degree** | **515** |
| **Degree/Post-Grad** | **449** |

**For non-instructional faculty, the total hours of work will not exceed 1442.75 in an academic year.**  |
|  | Monetary AMENDMENT | 9.2.9 | [THIS PROPOSAL IS WITHOUT PREJUDICE TO ANY GRIEVANCES FILED REGARDING OVERTIME] **AMEND: Determination of Extra Pay****9.2.9.1** An instructor who exceeds the cap of assigned student instructional contact hours for the **program** category **or 1442.75 total hours or 199 days in an academic year** ~~will receive pay or time off with pay in lieu thereof~~ **at the rate of two (2) times the daily rate of pay; time-off in lieu may be taken by mutual agreement.** **Additional hours that are less than a full 7.25-hour day shall be counted as a full day for purposes of pay (e.g. 20 hours = two full 7.25 hour days plus a 5.5 hour day, which shall count as 3 days).** **9.2.9.2 An employee in a part-time assignment who exceeds their assigned day contract will receive pay at the rate of two (2) times the daily rate of pay. The amount will be pro-rated for part-days (e.g. 20 hours = two full 7.25 hour days plus a 5.5 hour day, which shall count as 2 days plus 5.5/7.25 of a day).** ~~The amount of extra pay for a part-time instructor will be determined by the following formula:~~

|  |  |  |
| --- | --- | --- |
| *~~BB~~* | *~~X~~* | *~~CC~~* |
| *~~AA~~* |

~~AA = Pro-rated annual Category Cap~~~~BB = Hours exceeding pro-rated annual Category Cap~~~~CC = Pro-rated annual Salary~~ |
|  | Monetary AMENDMENT | 9.2 | **AMEND:**~~9.2.10 Determination of Time Off~~~~9.2.10.1 Time off with pay in lieu will be taken at the rate of one (1) assigned hour for each additional hour or portion thereof accumulated.~~~~9.2.10.2 The determination of time off will be calculated by the following formula:~~

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| ~~BBB = Number of days to be taken~~ |
| ~~X~~ |
|  |
| ~~AAA = X~~ |
| ~~199~~ |
|  |
| ~~AAA = Annual Category Cap~~ |
| ~~BBB = Hours exceeding the Category Cap~~ |

~~9.2.11 It will be determined by mutual agreement between the employee and supervisor whether compensation will be by pay, time off or some combination.  Where there is no mutual agreement, compensation will be paid.~~  |
|  |  |  | ~~9.2.16 Where an instructor has a combined instructional assignment, the formula will be:~~~~A = Assigned instructional hours in the first (1st program).~~~~B = Cap of first (1st) program.~~~~C = Assigned instructional hours in the second (2nd) program.~~~~D = Cap of second (2nd) program.~~~~Compensation will be made as per article 9.2.11.~~**If the employee chooses not to take time in lieu for extra hours worked beyond 1442.75 or 199 days, the employee will be entitled to extra pay in accordance with Article 9.2.9.** |
|  | Monetary AMENDMENT | 9.2.14 | AMEND: Except in the case of unforeseeable circumstances, each instructor shall be notified of their instructional load at least thirty (30) calendar days prior to the start of the instructor's assignment.  When program needs require a change in an employee's profile/load, thirty (30) calendar days written notice thereof will be given to the employee whenever possible. **If management is unable to meet the required thirty (30) calendar day deadline, employees will receive compensation in the amount of one day per each full or partial week late up to a maximum of 4 days’ pay.**  |
|  | Monetary AMENDMENT | 9.3.2 | [THIS PROPOSAL IS WITHOUT PREJUDICE TO ANY GRIEVANCES FILED REGARDING OVERTIME] AMEND: When an employee works in excess of the amount set out in article 9.3.1 the employee will receive extra pay **at the rate of two (2) times the daily rate of pay;** time-off in lieu may be taken by mutual agreement. **Additional hours that are less than a full 7.25-hour day shall be counted as a full day for purposes of pay (e.g. 20 hours = two full 7.25 hour days plus a 5.5 hour day, which shall count as 3 days).** The amount owed or time-off in lieu will be calculated by:  A - 1442.75 hours = C  A = Hours assigned to work in a one hundred ninety-nine (199) assigned day period  C = Amount owed (hours) **x two (2) times the daily rate of pay** |
|  | Monetary AMENDMENT | 9.3.5 | AMEND: Except in the case of unforeseeable circumstances, each employee shall be notified of their workload at least thirty (30) calendar days prior to the start of the employee's assignment.  When program needs require a change in an employee's profile/load, thirty (30) calendar days' written notice thereof will be given to the employee whenever possible. **If management is unable to meet the required thirty (30) calendar day deadline, employees will receive compensation in the amount of one day per each full or partial week late up to a maximum of 4 days’ pay.**  |
|  | Monetary AMENDMENT | 9.4.3 | ~~9.4.3 Work in excess of the regular pro-rated assignment will be calculated on the basis of the following formula:~~~~Compensation will be made as per article 9.2.11.~~

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| ~~A = Assigned instructional hours~~ |
| ~~B = Maximum assigned instructional hours~~ |
| ~~C = Assigned non-instructional time~~ |
| ~~D = 1442.75~~ |

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|  | Monetary AMENDMENT | 9.4.7 | AMEND: ~~9.4.7 Except in the case of unforeseeable circumstances, each instructor shall be notified of their instructional load at least thirty (30) calendar days prior to the start of the instructor's assignment.  When program needs require a change in an employee's profile/load, thirty (30) calendar days' written notice thereof will be given to the employee whenever possible.~~ **If management is unable to meet the required thirty (30) calendar day deadline, employees will receive compensation in the amount of one day per each full or partial week late up to a maximum of 4 days’ pay.**  |
|  | Monetary AMENDMENT | 9.5.1 | [THIS PROPOSAL IS WITHOUT PREJUDICE TO ANY GRIEVANCES FILED REGARDING OVERTIME] Additional pay/time off in lieu earned in an academic year will be reconciled at the end of the academic year.  When earned time off in lieu remains unused at academic year end, it will be paid out at the employee's rate of pay in effect on the last day of that academic year **as per Article 9.2.9.1**.  |
|  | Monetary NEW | 9.xx | **NEW: Class Sizes:****To recognize the impact of class size on workload, additional contact hours will be given to the instructor based on the class size for each program.**

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| --- | --- |
| **Class Size** | **Number of Student Contact Hours** |
| **Under 24** | **1x the contact hours** |
| **24 - less than 48** | **2x the contact hours** |
| **48 - less than 72** | **3x the contact hours** |
| **72 - less than 96** | **4x the contact hours** |
| **96+** | **5x the contact hours** |

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|  | Monetary AMENDMENT | 9.8 | All assignments, within brokerage arrangements, which the employer chooses to fill, will be scheduled according to the following provisions:   (a) Maximum student contact hours of ~~1200~~ **900**.  |
|  | Monetary AMENDMENT | 10.12.1 | AMEND: Supervisory AssignmentsStipends10.12.1.1 ~~Instructors, educational counselors, and librarians~~ **Employees** assigned supervisory duties and/or in sole charge of a program will receive a bi-weekly ~~semi-monthly~~ **stipend** on the basis of the number of ~~staff~~ **employees** reporting to them in an academic year.

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| Category  | Effective July 1, 2023 | Number of ~~Staff~~ **Employees** |
| I | **$160.80** | 5 or less |
| II | **$321.60** | More than 5 up to and including 15 |
| III | **$441.60** | More than 15 up to and including 25 |
| IV | **$520.80** | More than 25 up to and including 35 |
| V | **$561.60** | More than 35 |

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|  | Monetary NEW | 10.19.x | NEW: **Supervisory employees who have had their program head assignments removed shall receive ten (10) weeks’ notice or pay in lieu thereof.**  |
|  | Monetary NEW | 11.12.xx | NEW: 11.12.xx **Professional memberships shall be reimbursed if related to the area of instruction up to a maximum of $500 per academic year.**  |
|  | Monetary AMENDMENT | 11.13 | AMEND: Shift DifferentialIn addition to the regular rates of pay, a shift differential in the amount of ~~70 cents~~ **($3.00)** per hour or a minimum of ~~($3.00)~~ **($14.00)** per day shall be paid for all hours assigned between the hours of 5:00 pm, and 7:30 am. Shift Differential shall not be part of basic wage rates or be used in calculating overtime rates, nor shall it be paid for any hours for which overtime rates are being paid.  |
|  | Monetary NEW | 18.3.xx | NEW: **Orthodontic coverage will be added to the Public Employee’s Benefits Agency Dental Plan with a minimum coverage of $3,500/year.**  |
|  | Monetary NEW | 18.xx | NEW: **Employees will be provided with a health spending account of $1,500 per academic year to be used for items not covered or not fully covered through existing benefits.**  |
|  | Monetary NEW | 18.xx | NEW: **The employer will provide free parking on campus to all employees.**  |
|  | Monetary NEW | 18.xx | NEW: **Tuition Fees for employees:****Where a Saskatchewan Polytechnic class has not reached maximum enrollment capacity, employees will be allowed to enroll in the course at no cost. Classes shall not interfere with an instructor’s assigned workload and will be done on their own time.**  |
|  | Monetary NEW | 18.xx | NEW: **Scholarships****The employer shall offer scholarships to eligible dependants of members. The scholarship would be equal to 50% of the tuition for successfully completed programs.**  |
|  | Monetary AMENDMENT | 18.5.1 | AMEND: The employer’s contribution for employees in this plan shall increase to ~~7.00%~~ **9.5%** effective July 1, ~~2014~~ **2023.** |
|  | Monetary AMENDMENT | 19.1 | In each academic year, not less than ~~3~~ **5** days will be designated as professional development (PD) days. The PD activity and scheduling of PD days will be determined in consultation with the employee and the immediate supervisor ~~and approved by the out-of-scope manager~~. The PD activities may be on an individual and/or group basis as may be determined to best meet professional development and organizational goals. Unused days will not be carried forward into the next academic year.  |
|  | Monetary NEW | 19.1.x | NEW: **Employees who are assigned more than 140 days will be allotted a minimum of $1,000 per academic year towards professional development. Employees who are assigned 80-140 days will be allotted a minimum of $400/year for professional development. These amounts may be accumulated from year to year and may be used to offset expenses related to attending conferences, workshops, training, publication expenses, research expenses, specialty software and computer peripherals.** **Funds may be used in conjunction with other funding opportunities. These funds are not to replace departmental, or college expenses needed for assigned work and are to be spent at the discretion of the instructor.** **The amount shall be updated every 3 years by 10% and will be rounded to the nearest $50.00.** |
|  | Monetary NEW | 19.1.x | NEW: **A professional development fund spending account will be established for each employee in the amount of $2,500 per academic year.**  |
|  | Monetary NEW | 19.1.x | NEW: **Saskatchewan Polytech will provide $1,000 of professional development funding to each employee. This amount may be accrued for up to 3 years to a maximum of $3,000. If unused, the unused allocations will go into a general pool fund that accessible by other employees for approved professional development.** |
|  | Monetary AMENDMENT | Appendix A | **A detailed wage proposal will be submitted at a later date.** |
|  | Monetary AMENDMENT | Appendix A | AMEND: Employees with a required masters will be paid according to the Earned Doctorate – Educational Supplement D. |
|  | Monetary AMENDMENT | Appendix B | AMEND: Educational Supplement D:* **Required Masters**
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