

**Canadian Union of Public Employees Local 1975 (CUPE 1975) and
University of Saskatchewan Collective Bargaining
EMPLOYER PROPOSAL
September 14, 2018**

CURRENT LANGUAGE	EMPLOYER PROPOSAL
<p>Article 11 - COMPENSATION</p> <p>11.1 Wage Ranges</p> <p>All positions within the Union are compensated within the wage ranges attached in Appendix 1. The establishment of wage ranges shall be the subject of negotiation and agreement between the Employer and the Union.</p> <p>11.2 Placement and Review of Positions</p> <p>Placement and review of positions will be determined according to the following procedure:</p> <p>11.2.1 New Positions</p> <p>New positions within the scope of CUPE 1975 will be placed in a Family and Phase by Human Resources based on the criteria set out in the job placement manual. Any employee who believes the position has been inappropriately placed may request a review in accordance with Article 11.2.2.</p> <p>11.2.2 Review of Position Job Family and/or Phase</p> <p>Any employee and/or supervisor/manager, Dean, Administrative Head or designate, who believes a position has significantly changed and the current placement no longer accurately reflects the position, may request</p>	<p>Article 11 - COMPENSATION</p> <p>11.1 Wage Ranges</p> <p>All positions within the Union are compensated within the wage ranges attached in Appendix 1. The establishment of wage ranges shall be the subject of negotiation and agreement between the Employer and the Union.</p> <p>11.2 Placement and Review of Positions</p> <p>Placement and review of positions will be determined according to the following procedure:</p> <p>11.2.1 New Positions</p> <p>New positions within the scope of CUPE 1975 will be placed in a Family and Phase salary band by the Human Resources compensation team based on the criteria set out in the job placement manual market rate for the position. Any employee who believes the position has been inappropriately placed may request a review in accordance with Article 11.2.2.</p> <p>11.2.2 Review of Position Job Family and/or Phase Salary Band</p> <p>Any employee and/or supervisor/manager, Dean, Administrative Head or designate, who believes a position has significantly changed and the current placement no longer accurately reflects the position, may request</p>

a review. The review can occur only once per twelve (12) month period and will be conducted by Human Resources.

a review **of the market match for the position**. The review can occur only once per twelve (12) month period and will be conducted by **the Human Resources compensation team**.

Any wage adjustment will be retroactive to the first of the month closest to the date the request for review was received by Human Resources. Notwithstanding the above, no employee will have a reduction in base wage as a result of this process.

There is no appeal process for market rate reviews. Any disputes over the market rate reviews are subject to the grievance procedure.

11.2.3 Salary Adjustments through Transfer, Promotion, or Review

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If an employee transfers into a different position, their wage will be placed within the salary range for the new position.

If ~~an~~ employees transfers into a different position, their wages will be placed within the salary **band** ~~range~~ for **that** new position.

If an employee's position is promoted or reclassified into a different family and/or higher phase, their wage will be placed within the salary range for the new position.

If ~~an~~ employees' positions **are** promoted or reclassified into a different family ~~and/or~~ **higher phase salary band**, their wages will be placed within the salary **band** ~~range~~ for the new position.

If an employee's current wage is above the wage range, the wage will remain red-circled.

If an employee's current wage is above the **new salary band maximum** ~~wage range~~, the wage will remain red-circled.

Employees will be informed of any change by Human Resources.

Employees will be informed of any change ~~by Human Resources~~ **through written notification**.

Adjustments as a result of the review will be effective to the first of the month closest to the date the request for review was received by Human Resources.

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<p>11.2.4 Appeal of Position Review Decisions</p> <p>Either party may request an appeal within thirty (30) calendar days of receipt of the written decision by Human Resources. The Joint Appeal Committee (consisting of two (2) CUPE and two (2) management representatives appointed by the parties) will review these requests and render a decision. All appeal decisions are final and not subject to the grievance procedure. In the event the Joint Appeal Committee does not reach consensus, the parties will seek the assistance of a mutually agreed-to and paid for third party expert whose decision shall be final and binding. A position which has been the subject of an appeal may not be the subject of another review (and appeal) until twelve (12) months have elapsed since the appeal decision was rendered.</p> <p>Any wage adjustment will be retroactive to the first of the month closest to the date the request for review was received by Human Resources. Notwithstanding the above, no employee will have a reduction in base wage as a result of this process.</p> <p>11.3 Regular Increment</p> <p>11.3.1</p> <p>Two percent (2%) increments up to the maximum of the wage range are provided annually (commencing January 1, 2007 and each January 1 thereafter) to recognize growth in proficiency from experience and a satisfactory level of performance to employees with greater than one (1) year of</p>	<p>the date the request for review was received by Human Resources.</p> <p>11.2.4 Appeal of Position Review Decisions</p> <p>Either party may request an appeal within thirty (30) calendar days of receipt of the written decision by Human Resources. The Joint Appeal Committee (consisting of two (2) CUPE and two (2) management representatives appointed by the parties) will review these requests and render a decision. All appeal decisions are final and not subject to the grievance procedure. In the event the Joint Appeal Committee does not reach consensus, the parties will seek the assistance of a mutually agreed to and paid for third party expert whose decision shall be final and binding. A position which has been the subject of an appeal may not be the subject of another review (and appeal) until twelve (12) months have elapsed since the appeal decision was rendered.</p> <p>Any wage adjustment will be retroactive to the first of the month closest to the date the request for review was received by Human Resources. Notwithstanding the above, no employee will have a reduction in base wage as a result of this process.</p> <p>11.3 Regular Increment</p> <p>11.3.1</p> <p>Two percent (2%) increments up to the maximum of the wage range are provided annually to employees below the mid-point of the salary band. One percent (1%) increments up to the maximum of the salary band are provided annually to employees above the mid-point of the salary band.</p>
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continuous service. Employees with less than one (1) year of continuous service will be eligible for a pro-rated increment on the basis of the number of days by which their employment precedes January 1.

11.3.2

If an employee's performance is rated unsatisfactory the two percent (2%) increment may be withheld. An employee's performance may only be rated as unsatisfactory if the employee fails to meet communicated performance expectations. A disciplinary record, where a penalty has already been imposed, will not itself be a basis for an unsatisfactory performance rating.

11.3.3

Where an employee has had an increment withheld in the preceding year for unsatisfactory performance and where the employee is eligible for and receives an increment in the following year, then the withheld two percent (2%) increment will be added to the following year's increment and paid from the date of that following year's increment forward, but not paid retroactively for the year it was withheld, subject to the range maximums.

11.3.4

An employee, within thirty (30) days of being notified by Human Resources that their

These increments are provided

~~(commencing January 1, 2007 and each January 1 thereafter)~~ **of each year** to recognize growth in proficiency from experience and a satisfactory level of performance to employees with greater than one (1) year of continuous service. Employees with less than one (1) year of continuous service will be eligible for a pro-rated increment on the basis of the number of days by which their employment precedes January 1.

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11.3.4

An employee, within thirty (30) days of being notified by Human Resources that their

increment is being withheld, may appeal the withholding of their increment on the basis of unsatisfactory performance. The Joint Appeal Committee (consisting of two (2) CUPE and two (2) management representatives appointed by the parties) will review these appeals and render a decision within sixty (60) days or such longer time as the committee may agree. All appeal decisions are final and not subject to the grievance procedure. In the event the Joint Appeal Committee does not reach consensus, the parties will seek the assistance of a mutually agreed to and paid for third party expert who, if unable to bring about a consensus, may render a final and binding decisions.

11.4 Market Adjustments

The determination and payment of market adjustments is the sole responsibility of the Employer. On July 1 of each year the Employer will provide to the Union a list of those employees who are receiving market adjustments. In the event a new market adjustment is warranted or the Employer has reason to change or eliminate an existing market adjustment the Employer will notify the Union one (1) month in advance of this change being implemented.

After a market adjustment has been in place for three (3) consecutive years, this adjustment shall be incorporated into the base wage for that position.

11.5 Temporary Performance of Duties

11.5.1 Temporary Performance of Duties of a Higher Phase

An employee expected to perform the duties of a job in a higher Phase will be assigned

increment is being withheld, may appeal the withholding of their increment on the basis of unsatisfactory performance. ~~The A~~ Joint Appeal Committee (consisting of two (2) CUPE and two (2) management representatives appointed by the parties) will **be established to** review these appeals and render a decision within sixty (60) days or such longer time as the committee may agree. All appeal decisions are final and not subject to the grievance procedure. In the event the Joint Appeal Committee does not reach consensus, the parties will seek the assistance of a mutually agreed to and paid for third party expert who, if unable to bring about a consensus, may render a final and binding decisions.

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After a market adjustment has been in place for three (3) consecutive years, this adjustment shall be incorporated into the base wage for that position.

11.5 Temporary Performance of Duties

11.5.1 Temporary Performance of Duties of a Higher ~~Phase~~ Salary Band

An employee expected to perform the duties of a job in a higher ~~Phase~~ **salary band** will be assigned those duties in writing by the Dean,

<p>those duties in writing by the Dean, Administrative Head or designate and additional compensation will be provided. When such an appointment is for a period in excess of three (3) consecutive days, a total of seven (7) non-consecutive days in a pay period, or at the discretion of management for anything of a lesser period, the employee will be paid a premium of ten percent (10%) on the employee's current salary for the assigned period. Should the additional premium result in a monthly salary exceeding the highest salary of the Phase of the new work they are performing, the maximum of the range of the new Phase will apply.</p> <p>11.5.2 Temporary Performance of Supervisory Duties</p> <p>An employee expected to perform temporarily the duties of their supervisor will be assigned those duties in writing by the Dean, Administrative Head or designate and additional compensation may be provided up to a maximum of ten percent (10%) of the employee's current salary for the assigned period.</p> <p>11.6 Student Compensation</p> <p>11.6.1</p> <p>Students (who are primarily University of Saskatchewan students) employed to perform the full scope of duties within an existing Family and Phase of the CUPE 1975 bargaining unit shall be paid in accordance with the respective salary range.</p> <p>11.6.2</p> <p>Notwithstanding Article 11.6.1, the employer may establish new student positions within</p>	<p>Administrative Head or designate and additional compensation will be provided. When such an appointment is for a period in excess of three (3) consecutive days, a total of seven (7) non-consecutive days in a pay period, or at the discretion of management for anything of a lesser period, the employee will be paid a premium of ten percent (10%) on the employee's current salary for the assigned period. Should the additional premium result in a monthly salary exceeding the highest salary of the Phase salary band of the new work they are performing, the maximum of the range of the new Phase salary band will apply.</p> <p>11.5.2 Temporary Performance of Supervisory Duties</p> <p>An employee expected to perform temporarily the duties of their supervisor will be assigned those duties in writing by the Dean, Administrative Head or designate and additional compensation may be provided up to a maximum of ten percent (10%) of the employee's current salary for the assigned period.</p> <p>11.6 Student Compensation</p> <p>11.6.1</p> <p>Students (who are primarily University of Saskatchewan students) employed to perform the full scope of duties within an existing Family and Phase of the CUPE 1975 bargaining unit shall be paid in accordance with the respective salary range.</p> <p>11.6.2</p> <p>Notwithstanding Article 11.6.1, the employer may establish new student positions within the Scope of CUPE 1975. Accordingly, new</p>
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<p>the Scope of CUPE 1975. Accordingly, new positions will be placed within the current range of established FAPA rates by Human Resources and CUPE 1975 based on a review of the position profile developed by the Employer.</p>	<p>positions will be placed within the current range of established FAPA rates by Human Resources and CUPE 1975 based on a review of the position profile developed by the Employer.</p>
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