

Collective agreement between

**THE UNIVERSITY OF
SASKATCHEWAN**

and

**PUBLIC SERVICE ALLIANCE OF
CANADA, LOCAL 40004**
(POSTDOCTORAL FELLOWS AND RESEARCH ASSOCIATES)

November 1, 2024 – October 31, 2028

TABLE OF CONTENTS

ARTICLE 1 – PURPOSE.....	4
ARTICLE 2 – SCOPE AND RECOGNITION.....	4
ARTICLE 3 – DEFINITIONS.....	4
ARTICLE 4 – UNION MEMBERSHIP.....	5
ARTICLE 5 – MANAGEMENT RIGHTS.....	6
ARTICLE 6 – CORRESPONDENCE AND INFORMATION.....	6
ARTICLE 7 – UNION REPRESENTATIVES AND ACTIVITIES.....	7
ARTICLE 8 – UNION RIGHTS AND PRIVILEGES.....	7
ARTICLE 9 – PICKET LINES, NO STRIKES AND NO LOCKOUTS.....	8
ARTICLE 10 – NO DISCRIMINATION AND NO HARASSMENT.....	8
ARTICLE 11 – UNION-MANAGEMENT COMMITTEE.....	9
ARTICLE 12 – WORKING CONDITIONS AND ACCESS TO FACILITIES.....	10
ARTICLE 13 – POSTINGS AND APPOINTMENTS.....	11
ARTICLE 14 – HOURS OF WORK.....	12
ARTICLE 15 – DUTIES AND RESPONSIBILITIES.....	12
ARTICLE 16 – PROBATIONARY EMPLOYEES.....	13
ARTICLE 17 – EVALUATION.....	14
ARTICLE 18 – TRAINING.....	14
ARTICLE 19 – TERMINATION OF EMPLOYMENT.....	14
ARTICLE 20 – DISCIPLINE.....	15
ARTICLE 21 – OFFICIAL EMPLOYEE FILE.....	16
ARTICLE 22 – GRIEVANCE PROCEDURE.....	16
ARTICLE 23 – ARBITRATION.....	17
ARTICLE 24 – ACADEMIC FREEDOM.....	18
ARTICLE 25 – INTELLECTUAL PROPERTY.....	18
ARTICLE 26 – OCCUPATIONAL HEALTH AND SAFETY.....	19
ARTICLE 27 – TECHNOLOGICAL CHANGE.....	19
ARTICLE 28 – UNIVERSITY HOLIDAYS.....	20
ARTICLE 29 – VACATION LEAVE.....	20
ARTICLE 30 – SICK LEAVE AND FAMILY RESPONSIBILITY LEAVE.....	21
ARTICLE 31 – OTHER LEAVES OF ABSENCE.....	22

ARTICLE 32 – MATERNITY AND PARENTAL LEAVE	23
ARTICLE 33 – WAGES AND PAY ADMINISTRATION	25
ARTICLE 34 – OUTSIDE PROFESSIONAL ACTIVITIES	26
ARTICLE 35 – PROFESSIONAL DEVELOPMENT	26
ARTICLE 36 – EMPLOYEE BENEFITS	27
ARTICLE 37 – TUITION WAIVERS	28
ARTICLE 38 – DURATION	29
SCHEDULE A – WAGES: POSTDOCTORAL FELLOWS	31
SCHEDULE B – WAGES: RESEARCH ASSOCIATES	32
MEMORANDUM OF AGREEMENT	33
LETTER OF AGREEMENT	34
MEMORANDUM OF AGREEMENT	35

ARTICLE 1 – PURPOSE

1.01

The purpose of this Agreement is to establish an orderly collective bargaining relationship between the University of Saskatchewan (hereafter referred to as the Employer) and its Employees represented under this Agreement by the Public Service Alliance of Canada (hereinafter referred to as the Union), to ensure the prompt and peaceful resolution of disputes and grievances, and to set forth an agreement covering rates of pay and other working conditions.

ARTICLE 2 – SCOPE AND RECOGNITION

2.01

The Employer recognizes the Union as the exclusive bargaining agent of the Employees in the bargaining unit. The bargaining unit is, as described in the Certification Order issued by the Saskatchewan Labour Relations Board dated October 26, 2022.

Excluding Postdoctoral Fellows who hold 100% of their own transferable funding and those who are funded exclusively by another institution other than the University of Saskatchewan.

ARTICLE 3 – DEFINITIONS

ACADEMIC YEAR: The twelve (12) month period commencing on July 1 of a given calendar year and ending on June 30 of the succeeding calendar year.

AGREEMENT: The Collective Agreement between the Employer and the Union contained herein.

BARGAINING UNIT: The bargaining unit defined in the Certification Order issued by the Saskatchewan Labour Relations Board on November 1, 2016 and April 14, 2020 respectively.

COLLEGE: An academic unit of the University headed by a Dean or Executive Director of a School as established by the University Council and Senate.

DAY: A weekday when the University is open for administrative business unless otherwise stated in this Collective Agreement.

DEAN: The Chief Executive of a College or School, or the Chief Executive's designate.

DEPARTMENT: An administrative subdivision of a College, including a School within a departmentalized College, as established by the University Council and Senate.

DEPARTMENT HEAD: The head of a Department or the Director of a School within a departmentalized College.

EMPLOYEE: All Employees included within the scope of the Certification Order of the Saskatchewan Labour Relations Board dated November 1, 2016 and April 14, 2020 respectively.

EMPLOYER: The University of Saskatchewan in the same sense used in the Certification Order of the Saskatchewan Labour Relations Board dated November 1, 2016 and April 14, 2020 respectively.

FACULTY: Any professional position at or through the University of Saskatchewan, excluding Postdoctoral Fellows, that confers the right to hold a research grant and/or supervise a Postdoctoral Fellow.

PLURAL REFERENCES: Plural references in this Agreement shall be considered to refer to any member of the bargaining unit where the context so requires.

POSTDOCTORAL FELLOW: All Employees included within the scope of the Certification Order of the Saskatchewan Labour Board dated November 1, 2016.

RESEARCH ASSOCIATE: Positions typically titled Research Associates, Professional Associates, Research Scientists, and Professional Research Associates and are included within the scope of the Certification Order of the Saskatchewan Labour Relations Board dated April 14, 2020.

SUPERVISOR: The faculty member and/or supervisory Employee to whom the Employee reports directly in the performance of their employment-related duties, and with whom the Employee carries out research projects.

UNION: The Public Service Alliance of Canada Local 40004.

UNIVERSITY: The University of Saskatchewan as defined in the University of Saskatchewan Act, 1995, as amended up to and including the date of the execution of this Agreement.

ARTICLE 4 – UNION MEMBERSHIP

4.01

Every Employee shall become a member of the Union. All new Employees shall become a member of the Union on date of hire.

4.02

The Employer shall advise Employees in their Letter of Offer that they are included in the Bargaining Unit represented by the Union, and that their employment is on the terms and conditions set out in the Collective Agreement. The Letter shall also include the website address where the Collective Agreement may be accessed.

DUES CHECK OFF

4.03

The Employer agrees to deduct on a monthly basis the dues and/or assessments of the Union from the salary of each Employee.

4.04

The Union shall advise the Employer in writing of the amount or rate of its monthly dues and/or assessments. The Employer shall remit the amount deducted to the Union by the 15th day of the month following the month in which deductions were made. A payroll remittance list will include Employee ID number, Employee name, and amount of dues deducted.

4.05

Where an Employee does not have sufficient earnings in respect of any month to cover deductions to be made under this Article, the Employer shall not be obligated to make such deduction from the Employee's salary.

4.06

The Employer shall provide a statement of the Union dues deducted for each calendar year on the Employee's T-4 statement.

4.07

The Union must provide at least sixty (60) Calendar Days' notice of any change in the monthly membership dues.

ARTICLE 5 – MANAGEMENT RIGHTS

5.01

The parties recognize the right of the Employer to plan, coordinate and direct its resources, assign duties and manage the affairs of the university, except as limited by the provisions of this Agreement.

5.02

The Employer shall exercise its rights in a manner that is fair, reasonable, equitable, and in accordance with the provisions of this agreement.

5.03

The Employer shall advise and inform Supervisors about the provisions of the collective agreement. The Employer shall consult with the Union, through the Union-Management Committee, as to what topics may be appropriate to emphasize to Supervisors.

ARTICLE 6 – CORRESPONDENCE AND INFORMATION

6.01

All regular correspondence between the parties arising out of or incidental to this Collective Agreement, except where otherwise expressly provided, shall pass between the Local President of the Union (or designate), or the PSAC Regional Representative, and the officer designated by the Employer (or designate). Such correspondence may be either delivered directly, be forwarded through the University's internal postal service or be sent via email.

6.02

To better serve its members, the Union requires access to member information. Human Resources will provide the Union with access to member information via the human resources information system.

6.03

When a Collective Agreement has been signed, the Employer shall post the text of the Collective Agreement on its website.

ARTICLE 7 – UNION REPRESENTATIVES AND ACTIVITIES

7.01

The Employer acknowledges the right of the Union to appoint or otherwise select Employees as representatives.

7.02

The Union shall determine the jurisdiction of each representative.

7.03

The Union shall notify the Employer of the name and jurisdiction of its representatives as well as any updates or changes to that list as they occur.

7.04

The Employer shall provide the Union, in writing, with the names and position titles of those responsible for liaison with the Union.

7.05

Whenever possible, a representative shall investigate Employee complaints or process a grievance or undertake any other Union business, outside of their Scheduled Work times. If this is not possible, the representative will obtain permission of their Supervisor prior to leaving work, and such requests shall not be unreasonably denied.

7.06

Duly authorized representatives of the Union shall be permitted to transact official business of the Union with members of the Union or with official representatives of the Employer on University property, provided such business shall not interfere with the normal operations of the University.

7.07

A Union representative shall be entitled to up to fifteen (15) minutes to provide an overview of the role of the Union at any College of Graduate and Postdoctoral Studies-arranged orientation for Postdoctoral fellows. The Employer will notify the Union at least fifteen (15) Calendar Days in advance of such orientation. Such orientations shall be convened at least once per year.

ARTICLE 8 – UNION RIGHTS AND PRIVILEGES

8.01

The Employer agrees to provide the Union with reasonable office space on the premises.

8.02

Subject to availability, the Employer will allow the Union to use internal and external postal services of the university, printing facilities, computing facilities, and audio- visual equipment and other office equipment consistent with the rates charged to the university's other certified bargaining units.

8.03

Subject to availability and normal university regulations concerning use of space, the Employer agrees to provide the Union with suitable meeting rooms, upon request.

8.04

The Employer agrees to allow the Union the use of departmental bulletin boards to post notices of meetings and other such notices as may be of interest to the Employees.

ARTICLE 9 – PICKET LINES, NO STRIKES AND NO LOCKOUTS

9.01

The Union agrees that there shall be no strike during the term of this Agreement.

9.02

The Employer agrees that there will be no lockout during the term of this Agreement.

9.03

Employees may refuse to cross a picket line arising out of a labour dispute. Employees shall not be subject to disciplinary action but will have pay deducted for the period of employment for which they refused to cross the picket line or failed to perform their assigned duties unless alternate arrangements are approved in advance by Employer. Employees will not be required to perform duties beyond their normal responsibilities as a result of a labour dispute.

ARTICLE 10 – NO DISCRIMINATION AND NO HARASSMENT

DISCRIMINATION

10.01

As per *The Saskatchewan Employment Act* and/or *The Saskatchewan Human Rights Code*, the Employer and the Union agree that there shall be no discrimination with respect to any Employee by reason of:

- (i) religion;
- (ii) creed;
- (iii) marital status;
- (iv) family status;
- (v) sex;
- (vi) sexual orientation;
- (vii) disability;
- (viii) age;
- (ix) colour;
- (x) ancestry;
- (xi) nationality;
- (xii) place of origin;
- (xiii) race or perceived race;
- (xiv) receipt of public assistance;
- (xv) gender identity; or
- (xvi) membership or activity in the Union.

The parties further agree that there shall be no discrimination, with respect to any Employee by reason of gender expression.

HARASSMENT

10.02

The Employer and the Union do not condone harassment and are committed to a respectful workplace.

10.03

"Harassment" shall be defined as per The Saskatchewan Employment Act.

10.04

- a) The university's discrimination and harassment prevention policy covers all members of the campus community. An **E**mployee who believes they have been harassed shall have access to the policy and the grievance procedure.
- b) The **E**mployee making a complaint may choose to register it under the Employer's policy as well as via the grievance procedure. If the Employee elects to file a complaint under both the policy and the grievance procedures, the grievance will be held in abeyance pending the outcome of the policy procedures.
- c) In the event the policy process does not address the complaint to the **E**mployee's satisfaction, the complaint is grievable at Step 1. Both parties agree that all proceedings and the results thereof will be dealt with in the strictest confidence.

10.05

There shall be no reprisal or retaliation nor any threat of reprisal or retaliation against anyone for pursuing rights under this Article or for participating in proceedings under this Article. Any such alleged reprisal or retaliation or threat thereof shall be grounds for filing a grievance under this Article.

10.06

The parties agree that complaints of discrimination or harassment made in bad faith are prohibited. These complaints occur when a person purposefully misrepresents the facts or makes accusations maliciously, without regard for the truth. Intentionally false accusations do not include reports made in good faith, even if the facts alleged in the report cannot be substantiated by an investigation.

SAFE DISCLOSURE

10.07

The university has a Safe Disclosure policy covering all members of the campus community. Any university member who suspects any irregularity, wrongdoing or fraudulent activity may report it and will be protected in accordance with the Safe Disclosure policy and procedures.

ARTICLE 11 – UNION-MANAGEMENT COMMITTEE

11.01

There shall be a Union-Management Committee consisting of representatives from the Union and representatives from the Employer, to review matters of mutual interest arising from the application of this Collective Agreement and to foster communications and co-operation between the Parties, but the Committee shall not have the power to deal with any matters which are properly the subject of a grievance or collective bargaining.

11.02

Meetings shall occur a minimum of three (3) times per year. In the event either party wishes to call a committee meeting, the meeting shall be held at a time and place fixed by mutual agreement. All items proposed by either party and consistent with the purposes of the Union-Management Committee shall be included in the agenda.

11.03

The Committee shall have Co-Chairpersons appointed by the respective Parties. Each Co-Chairperson will alternately be responsible for convening and chairing meetings of the Committee.

ARTICLE 12 – WORKING CONDITIONS AND ACCESS TO FACILITIES

12.01

Employees shall seek prior approval for all employment related expenses before they are incurred. The Employer recognizes that unanticipated expenses may arise in the course of employment. Any claims submitted for such unanticipated expenses must be considered in a timely manner for approval and paid in a timely manner by the Supervisor. Such expenses shall not be unreasonably denied.

REIMBURSEMENT FOR EMPLOYMENT EXPENSES

12.02

Provided prior approval has been given by the Employee's Supervisor, the Employer shall reimburse the Employee for all reasonable travel or other expenses incurred for employment-related activities in accordance with university policies and employment expense guidelines, including departmental level expense guidelines.

12.03

All University policies, including travel and expense related policies, are available on the Office of the University Secretary website. Employees shall be informed of these policies and any relevant departmental/college policies within the first month of their employment.

UNIVERSITY FACILITIES

12.04

The Employer shall provide all Employees with appropriate space necessary to conduct assigned duties. Employees will be provided with a phone number and an address to which mail may be delivered.

12.05

The Employer agrees to provide Employees with access to and use of available libraries, books, duplicating services, office supplies, audio-visual equipment, laboratory supplies, personal protective equipment, professional certifications, registration fees, and other reasonable and necessary equipment and/or facilities when these are required in the performance of the Employees' contractual duties and responsibilities. Access and use of resources to complete employment duties and responsibilities will not result in personal costs incurred by Employees.

ARTICLE 13 – POSTINGS AND APPOINTMENTS

13.01

The parties acknowledge that Employee candidates come to the attention of and are selected by Supervisors through a number of different methods, including direct communication with a candidate(s) and/or with colleagues.

13.02

Except where a candidate is hired under Article 13.01, the Employer agrees that positions shall be posted for a period of not less than seven (7) days. Such positions will be posted on the University Careers website. No offer of employment shall be made until the posting period of seven (7) days has elapsed. **Selection Preference for posted Research Associate positions shall be given to qualified and legally-eligible candidates. These candidates must meet the requirements for the position, have satisfactory performance on record and hold or have held a position in the bargaining unit and same department or non-departmentalized college within the last three (3) months.**

13.03

A posting under Article 13.02 will identify the following: job title, description of the area or topic of research, remuneration, **Supervisor** and/or academic unit, date of posting and application deadline, start date and duration of the appointment, required qualifications, the application procedure, required documentation (e.g., CV, references, publications, etc.) and any employment diversity or equity statement. **Postings placed on the University's career website shall reflect that the position is a unionized position in scope of the Public Service Alliance of Canada (PSAC).**

13.04

Appointments are normally for periods of twelve (12) months or greater. However, the Employer shall not use a series of short-term appointments for the purpose of circumventing the hiring of a single Employee for a period of more than twelve (12) months where Supervisors have funding in place for a longer term.

The parties acknowledge that there may be specific circumstances when short-term appointments of less than twelve (12) months may be appropriate.

13.05

All successful candidates shall receive a letter of offer, signed by the Employer and Supervisor, which shall include, at a minimum, the following information: start date of contract, end date of contract, salary, name of Supervisor, campus location, and general outline of duties. The Letter shall also **reflect that the position is a unionized position in scope of the Public Service Alliance of Canada (PSAC) and include** a link to the Collective Agreement and a link to an onboarding site for new Employees. The Union shall be provided with a list of all appointments on a monthly basis, which shall include each Employee's start and ends dates of contract, salary, and name of Supervisor.

13.06

The Employer is committed to maintaining an appointment and re-appointment process that clearly communicates timelines. Supervisors shall provide a minimum of one (1) month notice to an Employee on their intention to renew an appointment.

ARTICLE 14 – HOURS OF WORK

14.01

The Parties recognize that Employees are primarily involved in research and scholarly activity. As such, there must be flexibility with respect to the hours of work to allow for the specific needs of research, scholarship, and an Employee's individual needs. The parties recognize that this arrangement is mutually beneficial for both Employees and the University.

14.02

The normal hours of work for Postdoctoral Fellows shall be 37.5 hours per week, recognizing that the needs of the Postdoctoral Fellow and the needs of the Supervisor's research program may require flexibility in the scheduling of the work.

No Postdoctoral Fellow shall exceed their normal working hours per week without their Supervisor's prior written approval. Where Postdoctoral Fellows are approved to exceed their normal hours per week, pay or time-off-in-lieu at straight time may be approved by the Supervisor. However, should the Postdoctoral Fellow exceed 40 hours per week, overtime pay or compensatory time off shall be calculated at 1.5 times for those additional hours worked.

Time off shall be scheduled at a time mutually agreed to by both parties.

14.03

The normal hours of work for Research Associates shall be a standard amount, established upon hiring and shall be no more than 37.5 hours per week, recognizing that the needs of the Research Associate and the needs of the Supervisor's research program may require flexibility in the scheduling of work.

Notwithstanding the preceding, at the time of ratification of this agreement, Research Associates shall maintain their normal weekly hours of work as per their existing employment contract until the termination of that contract.

Employees must inform their Supervisors if they hold multiple appointments within the University.

Research Associates are exempt from overtime. **Prior approval for Research Associates to exceed their normal hours per week, is required from their Supervisor. Where additional time is worked, time-off-in-lieu shall be requested by the Research Associate. Requests for time-off shall be approved by the Supervisor and taken at a time mutually agreed to by both parties.**

14.04

If a Supervisor and an Employee agree that an Employee will attend a conference, seminar, course or workshop, the time spent attending such events, including time travelling to and from such events, shall be credited as a work day for each day of the event that the Employee attends.

ARTICLE 15 – DUTIES AND RESPONSIBILITIES

15.01

Upon appointment, an Employee and their Supervisor shall convene a meeting to discuss the duties and expectations of the appointment and the Employee's career objectives. Subsequent such meetings shall occur at least once per year, if requested by the Employee.

15.02

No Employee shall be required by the Employer to perform non-bargaining unit work, or be disciplined or subject to reprisals of any kind for refusing to do so.

15.03

With the consent of the Dean of the College of Graduate and Postdoctoral Studies, Employees may be allowed to serve as co-Supervisors of graduate students. If requested, an Employee's Supervisor shall make reasonable efforts to accommodate such supervision. This does not preclude a Research Associate from being recommended for appointment as a Professional Affiliate in accordance with relevant University policy and regulations.

ARTICLE 16 – PROBATIONARY EMPLOYEES

16.01

A Postdoctoral Fellow will serve a probationary period of three (3) months from the date of commencing duties in a position.

16.02

All Research Associates will serve a probationary period of six (6) months from the date of commencing duties in a position.

16.03

An Employee shall serve probation only once with the same Supervisor(s).

16.04

The probationary period is intended to be a period of time for the Supervisor(s) to adequately evaluate the Employee's skills and qualifications and to provide the Employee with feedback regarding their performance and suitability for the appointment. If, during the probationary period, a Supervisor considers that an Employee's performance is unsatisfactory, the Supervisor shall provide such feedback in writing and give the Employee the opportunity to improve their performance.

16.05

The parties recognize that there may occasionally be circumstances in which the initial probationary period is not sufficient. In such circumstances, the Supervisor(s) may extend the probationary period by a further period, not to exceed three (3) months actually worked. Reasons for such extension, must be provided to the Employee and the Union in writing no later than two (2) weeks prior to the end of the initial probationary period.

16.06

In the event of a decision to dismiss a probationary Employee, the Employer will hold a meeting to advise the Employee. The Employee shall be given two (2) working days' notice of such meeting and shall be informed of their right to Union representation.

16.07

Reasons for the dismissal of a probationary Employee shall be in writing with a copy to the Union, and

- a) a Postdoctoral Fellow shall be provided with one (1) month's notice or pay in lieu of notice; and
- b) a Research Associate shall be provided with two (2) weeks' notice or pay in lieu of notice.

ARTICLE 17 – EVALUATION

17.01

The Parties recognize the benefit of ongoing performance feedback and agree that the purposes of evaluations are to assist Employees in improving the quality of their work; assess the performance of Employees; and to document the work performed by the Employee (**see also Article 15.01**).

17.02

The Employer may conduct evaluations during the period of appointment.

17.03

An Employee may request an evaluation be conducted by the Employer once per year during the period of appointment. Nearing the conclusion of a Postdoctoral appointment an additional meeting and final evaluation shall be conducted if requested by the Employee. Upon receipt of a request for evaluation, Supervisors shall conduct the evaluation in a timely manner.

17.04

The results of any evaluation shall be shared with the Employee and discussed between the Employee and their Supervisor.

17.05

An Employee shall be entitled to append their comments to any evaluation.

ARTICLE 18 – TRAINING

18.01

Each department will provide training for all Employees appropriate to the duties required. Attendance at required training sessions shall be deemed time worked.

18.02

Training is separate from professional development – training is to acquire and hone the skills required to do the job and professional development is for one's own career development and advancement.

ARTICLE 19 – TERMINATION OF EMPLOYMENT

19.01 Resignation from the University

Whenever possible, an Employee must provide written notice at least one (1) month in advance of resignation.

19.02 End of Contract

Employment ends automatically upon the expiration of the stated term date, without notice. Where the Employer intends to extend an Employee's contract, the Employer shall make every reasonable effort to do so as far in advance as possible.

19.03 Employer Initiated Termination

The University reserves the right to dismiss any **Employee** for just cause. Dismissal for just cause must be conducted in a manner consistent with Article 20 – Discipline.

An **Employee** whose position ends prior to its stated expiration date due to frustration of contract shall be provided a minimum of six (6) weeks' notice or pay in lieu of notice of termination. Where an **Employee** has been employed for ten (10) or more years, notice or pay in lieu shall be increased to notice requirements provided under provincial employment standards legislation.

Should an **Employee** who received pay in lieu of notice gain a subsequent appointment during the notice period, arrangements to reimburse the appropriate amount of monies to the **Employer** will be required before employment can re-commence.

ARTICLE 20 – DISCIPLINE

20.01

As a matter of practice and general principle, the **Employer** endorses the concept of progressive discipline.

20.02

The **Employer** shall not discipline or dismiss any **Employee** except for just cause.

20.03

The disciplinary actions that may be taken by the **Employer** include, but are not limited to, letter(s) of warning or reprimand, suspension(s) with or without pay, and dismissal. Such disciplinary action shall be in accordance with the principles of progressive discipline, and be reasonable and commensurate with the seriousness of the violation.

20.04

Employees are entitled to union representation at any disciplinary meeting or any meeting that has a reasonable prospect for becoming disciplinary. **Employees** will be provided with reasonable notice of any such meeting. Such notice shall be in writing, shall contain the nature of the allegations and shall advise **Employees** that they are entitled to be accompanied at this meeting by a Union Representative. **Employees** shall be provided an opportunity to respond to the allegations presented at the meeting. **Employees** may submit, to their **Supervisor**, a written response to any disciplinary letter.

20.05

In exceptional circumstances, based on the severity of an infraction, it is understood that the **Employer** may impose immediate disciplinary action.

20.06

The **Employee** shall be notified in writing of the nature of any disciplinary action(s) taken and the reasons for such action(s) within five (5) days of the discipline, and a copy of the letter shall be forwarded to the Union at that time.

20.07

Records of discipline will be removed from the **Employee's** file after twelve (12) months of subsequent active employment during which no further disciplinary action is taken.

ARTICLE 21 – OFFICIAL EMPLOYEE FILE

21.01

The **E**mployee's official file will be maintained by Human Resources. Upon request, an **E**mployee, and/or a representative of the Union authorized by the **E**mployee, shall have the right to consult the **E**mployee's official file in the presence of a representative of the Employer. Such requests will be granted within a reasonable time frame. An **E**mployee shall have the right to respond in writing to any documents placed in the **E**mployee's file and such response shall be included in the official **E**mployee file.

ARTICLE 22 – GRIEVANCE PROCEDURE

22.01

For the purpose of this Agreement, a grievance shall be defined as any difference arising out of the interpretation, application, administration or alleged violation of the Collective Agreement, including any question as to whether a matter is arbitrable. The parties confirm their mutual desire that every grievance shall be resolved promptly with the object of arriving at a fair and proper settlement.

22.02

The parties encourage disputes to be resolved by informal, timely discussion. It is the right of **E**mployees, with the assistance of a Union representative if they so wish, to seek to resolve disputes through informal discussion with the Employer, provided that such informal discussion shall not in any way prejudice any dispute resolution procedures set out in this Agreement, unless a resolution has been reached.

22.03

The following types of grievances are recognized:

- I. Individual Grievance: The complaint of an individual **E**mployee
- II. Group Grievance: The complaint of two or more **E**mployees who are grieving the same alleged violation.
- III. Policy Grievance: The complaint of the Union or the Employer which may involve a question of general application or interpretation of the Collective Agreement.

22.04

The Union shall have the right to originate an individual, group or policy grievance. A statement of grievance must be filed within thirty (30) calendar days of when the grievor or Union knew or reasonably ought to have known of the alleged infraction. A Union policy grievance or a grievance involving suspension or termination of employment shall be submitted at Step 2.

22.05

A grievance proceeding is initiated by a statement in writing to the Associate Vice- President, **People and Chief Human Resources Officer**, which sets out the substance of the grievance and indicates the provisions of the Agreement that are alleged to have been improperly interpreted, wrongly applied, or violated.

22.06 Stage 1

Written grievances shall be heard by the Dean/ administrative unit head (or designate) within thirty (30) calendar days of receiving the grievance. The Dean/ administrative unit head (or designate) will render a written decision within fourteen (14) calendar days of the date of hearing.

In a case where there is an unresolved dispute between an **Employee** and a dean, a grievance may be submitted at Stage 1 and heard by an alternate dean or designate.

22.07 Stage 2

If a satisfactory decision is not rendered within the time limits of Stage 1, the Union may, within thirty (30) days of receipt of the Stage 1 decision or forty four (44) days from the date of the Stage 1 hearing if a decision has not been provided, refer the written grievance to the Associate Vice-President, People and **Chief Human Resources Officer**, or designate.

The grievance shall be heard at Stage 2 within thirty (30) days. A written decision shall be rendered by the Associate Vice-President, People and **Chief Human Resources Officer**, or designate, within fourteen (14) days of the meeting.

22.08

No grievance shall be defeated or denied solely as a result of any technical objection occasioned by a clerical, typographical or similar technical error or by inadvertent omission of a step in the grievance procedure.

22.09

No **Employee** shall be subject to reprisal for exercising their grievance rights under this Collective Agreement.

22.10

The grievor shall be permitted the required time off to attend grievance meetings with the Employer without loss of pay or benefits.

22.11

The time limits specified in the foregoing provisions may be amended by the parties upon agreement.

ARTICLE 23 – ARBITRATION

23.01

If a satisfactory decision is not rendered within the time limits of Stage 2, either party may, within thirty (30) days of the Stage 2 grievance decision or forty four (44) days of the Stage 2 hearing if a decision has not been provided, refer the written grievance to Arbitration.

23.02

Within thirty (30) days of the receipt of the written notice of intent to submit the grievance to arbitration, the Parties shall appoint a sole arbitrator to hear the grievance. Where the Parties fail to agree upon a sole arbitrator within the preceding time frame, the Minister of Labour shall, on the request of either Party, appoint a sole arbitrator to hear the grievance.

23.03

The arbitrator shall hear the evidence of both parties and render a written decision within 30 days from the completion of taking evidence. The decision of the arbitrator on the matter at issue shall be final and binding on both parties, but the arbitrator shall not be empowered to add to, subtract from, alter or amend the Collective Agreement in any way.

23.04

Any arbitrator shall have the power to hear any arguments as to whether, in order to avoid consideration of substantive issues, time limits set forth in the grievance procedure have been unreasonably enforced.

The arbitrator may decide to deal with the case placed before them, where the time deficiency is minor.

23.05

The arbitrator shall have the power to dispose of any grievance involving dismissal or disciplinary action by any arrangement which it deems just and equitable.

23.06

The fees and expenses of the arbitrator shall be shared equally between the parties.

23.07

The time limits imposed in this Article by the foregoing provisions may be amended by the parties upon agreement.

23.08

Arbitrations shall be held at a location outside the Employer's premises, unless the parties mutually agree to hold the hearings on the Employer's premises in which case the Employer shall provide appropriate space for the hearing and each of the parties.

ARTICLE 24 – ACADEMIC FREEDOM

24.01

The common good of society depends upon freedom in the search for knowledge and in its exposition. Academic freedom in scholarship and research at the University is essential to society. Accordingly, all Employees, regardless of prescribed doctrine, are entitled to the exercise of their rights as citizens and to freedom in carrying out research and in publishing its results, freedom of discussion, freedom to criticize the University and the Union without suffering censorship or discipline. Academic freedom does not require neutrality on the part of the individual, but makes commitment possible. Academic freedom carries with it the duty to use that freedom in a manner consistent with the scholarly obligation to base research on an honest search for knowledge.

ARTICLE 25 – INTELLECTUAL PROPERTY

25.01

Intellectual Property ("IP") refers to inventions, discoveries, creations, writings and other products, however arising, which are the result of intellectual or artistic activity, and which are capable of protection pursuant to the laws of Canada.

25.02

The Employer has no claim in respect of rights in any IP developed without the use of University facilities, support personnel, or services, on the Employee's own time or produced or owned by Employees prior to their appointment.

25.03

By mutual agreement an Employee and the Employer may enter into an individual agreement concerning their respective rights in any invention referenced in Article 25.02.

25.04

In an academic research environment, collaboration and teamwork are common and contributions of all creators or inventors must be respected.

25.05

An Employee shall enter into an individual agreement with the Employer concerning their respective rights in any invention produced by an Employee as a consequence of activity that was part of the Employee's assigned duties. Such agreements will align with the agreements in place with members of USFA, as amended from time to time. At the Employee's request, the union may attend and observe any meeting called to discuss or agree upon ownership of IP.

25.06

Each Employee is required to give the University notice of any invention made by the Employee during the course of their employment at the University, together with a statement as to whether, in the Employee's opinion, University facilities, personnel, or services have been used in the development of the invention.

ARTICLE 26 – OCCUPATIONAL HEALTH AND SAFETY

26.01

The Employer shall ensure, insofar as is reasonably practicable, the health, safety and welfare at work of all of the Employer's workers.

26.02

All Employees either working with or in close proximity to any hazardous product or dangerous material will be supplied with adequate and sufficient training, education, tools, and safety equipment so as not to be exposed to unacceptable risks of the hazardous product or dangerous material. The training, tools, and equipment to be used will be determined by a representative of the Safety Resources in consultation with the relevant Occupational Health and Safety Committee consistent with pertinent legislation and accepted protocols.

26.03

The Union will have **the opportunity for representation** on Occupational Health Committee(s) **where bargaining unit members are present. Where appropriate, a Union representative may serve on more than one (1) Occupational Health Committee.**

ARTICLE 27 – TECHNOLOGICAL CHANGE

27.01

The parties recognize that Employees' work may include developing, using and/or implementing new technologies. No Employee will be laid off because of the introduction of a new technology.

27.02

Where the introduction of a new technology is required as a component of an Employee's duties, training will be provided at no cost to the Employee. All hours spent in such training shall be considered time worked.

ARTICLE 28 – UNIVERSITY HOLIDAYS

28.01

Employees shall not be required to work, and shall suffer no loss of pay or benefits, on any of the following University holidays:

- a) New Years Day
- b) Family Day
- c) Good Friday
- d) Victoria Day
- e) Canada Day
- f) Saskatchewan Day
- g) Labour Day
- h) The National Day for Truth and Reconciliation (September 30)
- i) Thanksgiving Day
- j) Remembrance Day
- k) Christmas Day
- l) Boxing Day

28.02

The Supervisor will attempt to accommodate the interests of Employees in their religious or cultural observances. If an Employee's request for leave is approved, the Employee and the Supervisor shall develop a plan to ensure they can meet their work requirements while also being able to observe the religious or cultural observance. The plan may include use of the Employee's vacation leave, time-in-lieu, or leave without pay.

28.03

Should any of the holidays under Article 28.01 fall on a Saturday or Sunday, the University shall declare an alternative day as the holiday. This will normally be the Friday preceding or the Monday following the holiday.

28.04

When an Employee is required by the Employer to perform work on the holiday, the Employee shall receive time in lieu in the amount of one and one half (1.5) times for the actual hours worked on any of these days.

28.05

When the University is closed between December 25th and January 1st, Employees will be given time off without loss of pay and without any requirement to use any additional leave. If, due to the requirements of the appointment, the Employee must work during this period, they shall be given equivalent time off for all time worked at a future, mutually agreeable date.

ARTICLE 29 – VACATION LEAVE

29.01 Postdoctoral Fellows Vacation Allocation

Postdoctoral Fellows will earn vacation at the rate of twenty (20) working days per year.

Normally, a Postdoctoral Fellow, in consultation with the Supervisor, will schedule and take their full vacation entitlement in the period for which it was granted.

The Supervisor, in consultation with the Employee may require the Postdoctoral Fellow to take vacation time during the period in which it was granted.

29.02 Research Associates Vacation Allocation

Research Associates will earn vacation at the rate of thirty (30) working days per year.

Vacation is to be taken after it is earned, and the Research Associate is expected to use the annual entitlement by the end of the vacation year following the year in which it is earned. It is the responsibility of the Supervisor to ensure that a vacation may be taken annually by the Research Associate.

The vacation anniversary is based on the Research Associate's continuous service at the University, excluding any casual appointments.

29.03

An Employee with an appointment period of less than one (1) year shall earn vacation time on a pro-rated basis. **Part-time employees will earn vacation on a prorated basis.**

29.04

Any unused vacation time may be carried forward to a subsequent year with the express written consent of the Supervisor, otherwise unused vacation will be paid out at the end of the vacation year.

If a consecutive appointment is being made, unused vacation leave may be carried over to the following year with the express written consent of the Supervisor of the new appointment.

29.05

Where practicable, vacation requests and approvals will be discussed between Supervisor and Employee at least two (2) weeks in advance of the commencement date. A Supervisor will not unreasonably deny vacation requests, nor will a Supervisor unduly delay responding to a vacation request.

29.06

If an Employee becomes seriously ill, seriously injured, hospitalized, or bereaved during a period of vacation leave, the period of vacation leave shall be replaced by sick leave or bereavement leave, as appropriate, provided the Employee provides documentation of the illness, injury or death.

29.07

Should an Employee have a negative balance of vacation leave upon termination, the Employee shall be required, by payroll deduction or otherwise, to pay back the amount of overpayment of earnings.

ARTICLE 30 – SICK LEAVE AND FAMILY RESPONSIBILITY LEAVE

30.01 Sick Leave Postdoctoral Fellows

Postdoctoral Fellows shall, upon commencement of employment, be credited annually with **twelve (12)** days working days for the purpose of sick leave. Postdoctoral Fellows shall notify their Supervisor of their absence.

Any unused leave will be carried over to a maximum accumulation of thirty (30) working days.

A Postdoctoral Fellow who is appointed for a term of less than one (1) year shall receive sick leave on a pro-rated basis.

Should a Postdoctoral Fellow have a negative balance of Sick Leave credits upon termination, the Postdoctoral Fellow shall be required, by payroll deduction or otherwise, to pay back the amount of overpayment of earnings.

30.02 Sick Leave Research Associates

Research Associates (excluding casual appointments) are eligible for either sick leave or salary continuance.

Research Associates hired on a term of less than two (2) years or on a part-time basis will be credited annually with fifteen (15) working days for the purpose of sick leave. Sick leave credits for those Research Associates hired on a part-time basis will be prorated.

Any unused sick leave will be carried over to a maximum of thirty (30) working days.

Research Associates hired on a term of two (2) years or greater are entitled to the Salary Continuance Plan.

30.03 Family Responsibility Leave

In order to meet the needs of **Employees** (excluding casual appointments) to attend to emergent, personal or family situations, a maximum of three (3) days of paid leave is available per calendar year and does not accumulate from year to year.

This leave is intended for situations that require attention, but may not normally be scheduled in advance. In emergent situations, the **Employee** will inform their Supervisor as soon as possible, regarding the need to take such a leave. In non-emergent situations, the **Employee** and the Supervisor will consult in advance to determine if and how the request might be accommodated (**see also 31.01 and 31.03**).

ARTICLE 31 – OTHER LEAVES OF ABSENCE

31.01 Bereavement Leave

Employees who experience the death of a family member, as defined below shall be entitled to five (5) working days of bereavement leave with pay.

It is recognized by the parties that the circumstances which call for leave in respect of bereavement are based on individual circumstances. On request, the Employer may, after considering the particular circumstances involved (for example, travel needs), grant leave with or without pay for a period greater than and/or in a manner different than that provided above, and such request shall not be unreasonably denied.

31.02

Family, for the purposes of bereavement leave, means parent (or alternatively stepparent or foster parent), sibling (including stepsibling), spouse (including common-law partner), child (including child of common-law partner), stepchild or ward of the Employee, grandchild, parents or siblings of the Employee's spouse or common-law partner, son-in-law, daughter-in-law, aunt, uncle, niece, nephew, the grandparents, cousin, any person over whom the Employee has legal responsibility, any other person who would ordinarily be considered a member of the Employee's immediate family, a person permanently residing in the Employee's household or with whom the Employee permanently resides.

31.03 Compassionate Care Leave

An **Employee** may be eligible for compassionate care leave in accordance with the terms of *The Saskatchewan Employment Act* to provide care or support to a member of the **Employee's** family who has a serious medical condition with a significant risk of death.

31.04 Jury Leave

Employees summoned for jury service shall be entitled to a leave of absence without loss of pay or benefits, sufficient for the purpose of the discharge of the Employee's jury duties.

Remuneration paid to the Employee by the court must be remitted to the University within thirty (30) days of receipt.

31.05 Union Leave

- a) The Employer shall recognize a negotiating team consisting of up to three (3) Employees. Employees who are members of the negotiating team shall not lose pay during any negotiating meetings with the Employer, or during a reasonable number of preparatory meetings, held during the Employee's regular working hours.
- b) Subject to operational requirements, the Employer shall grant Union leave without pay in order to serve the Union.
- c) Employees participating during normal work hours in a grievance meeting, Occupational Health and Safety meeting, a Joint Committee meeting with the Employer, or any other meeting called by the Employer, shall not be considered to be on leave.
- d) The Employer will provide annually to the Union an amount equivalent to a quarter of the pay of one Postdoctoral Fellow at the base rate to compensate members of the union for conducting executive business.

31.06 Education Leave

Education leaves for Research Associates are unpaid and are to a maximum of one (1) year, are subject to approval by the Supervisor. This leave will be granted if the leave is not unduly disruptive to the operations of the unit, and it is possible to replace the Employee on a temporary basis.

31.07 Other Leave

In addition to the leaves outlined in this Article, the Employer may grant leaves of absence with or without pay to Employees for legitimate personal reasons. Requests for such leaves shall not be unreasonably denied.

31.09 Critically Ill Family Care Leave

An Employee may be eligible for Critically Ill Family Care Leave in accordance with the terms of *The Saskatchewan Employment Act*. Critically Ill Child Care Leave is an unpaid job-protected leave of up to thirty-seven (37) weeks that allows parents to care for a critically ill or injured child. Critically Ill Adult Leave is an unpaid, job protected leave of up to seventeen (17) weeks for the care of an adult family member who is critically ill or injured.

31.10 Interpersonal Violence and Sexual Violence Leave

An Employee shall be eligible for ten (10) days of leave if the Employee, a child of the Employee, or a person for whom an Employee is a caregiver experiences interpersonal or sexual violence, as defined in *The Saskatchewan Employment Act*. Employees may take five (5) days as paid leave and the balance as unpaid leave.

ARTICLE 32 – MATERNITY AND PARENTAL LEAVE

32.01

An employee shall qualify for maternity/adoption/parental leave (leave of absence without pay) after **thirteen (13)** weeks continuous employment with the University of Saskatchewan.

32.02 Maternity Leave

An Employee is entitled to apply for maternity leave without pay (**see Article 32.06, Supplemental Benefits Plan**).

The Employee is required to apply for this leave at least four (4) weeks prior to the commencement of the leave. The length and timing of the leave shall be consistent with the provisions in The Saskatchewan Employment Act (The Act). However, the Employee shall be entitled to no less than nineteen (19) consecutive weeks of maternity leave without pay.

In addition, the leave must commence on the date of the infant's birth or at any time during the thirteen (13) week period prior to the infant's estimated date of birth and shall be of uninterrupted duration.

The Employee must provide a certificate from a qualified medical practitioner to ConnectionPoint. The certificate must confirm the pregnancy and give the estimated date of birth.

32.03 Adoption Leave

An Employee who declares in writing to be the adoptive parent of an adopted child is entitled to adoption leave without pay (**see Article 32.06, Supplemental Benefits Plan**). The length and timing of the leave shall be consistent with the provisions in The Act. However, the Employee shall be entitled to no less than nineteen (19) consecutive weeks of adoption leave without pay.

The employee is required to apply for this leave at least four (4) weeks prior to the expected date the employee begins to care for the child ("care date"). If the employee cannot give four (4) weeks' notice, the University will accept as much notice as is given to the adoptive parents by Saskatchewan Social Services, the birth parent, or the adoption agency.

The leave must commence on the care date, or at any time during the thirteen (13) week period prior to the estimated care date, and shall be of uninterrupted duration. The Employee must provide official confirmation of custody to ConnectionPoint.

32.04 Parental Leave for Parents who took leave under 32.02 and 32.03

An Employee who qualified for maternity or adoption leave is also entitled to parental leave without pay (**see Article 32.06, Supplemental Benefits Plan**). The length and timing of the leave shall be consistent with the provisions in The Act. However, the Employee shall be entitled to up to fifty-nine (59) consecutive weeks of parental leave without pay.

The parental leave is in conjunction with the maternity or adoption leave and must be taken in one continuous period.

32.05 Parental Leave for Parents other than those described in 32.02 or 32.03

An Employee who did not qualify for maternity or adoption leave and who declares to be the parent of a newborn infant or of an adopted child is entitled to parental leave without pay (**see Article 32.06, Supplemental Benefits Plan**). The length and timing of the leave shall be consistent with the provisions in The Act. However, the Employee shall be entitled to up to seventy-one (71) consecutive weeks of maternity leave without pay. This leave shall be of uninterrupted duration.

The Employee is required to apply for this leave at least four (4) weeks prior to the commencement of the leave or as soon as possible in extenuating circumstances. The leave may commence at any time during the thirteen (13) week period prior to the estimated date of the infant's birth or the day the child comes into the Employee's care and must be completed within seventy-eight (78) weeks from the estimated date of the infant's birth or the day the child comes into the Employee's care. This leave shall be of uninterrupted duration.

The Employee must provide official confirmation of the infant's birth or an official confirmation of custody of the adopted child to ConnectionPoint.

32.06 Supplemental Benefits Plan

After **nine (9)** months of continuous service, an employee who qualifies for a leave as defined under Article **32.02, 32.03, 32.04 or 32.05** and is in receipt of Employment Insurance (EI) benefits is eligible to receive supplemental benefits. The Employer will provide a supplemental benefit of **ninety-five (95%)** (inclusive of EI) of weekly earnings (based on the Employee's pre-leave earnings) for a period of up to fifteen (15) weeks (including the **one (1)** week waiting period) for Postdoctoral Fellows and for a period of up to twenty-one (21) weeks (including the **one (1)** week waiting period) for Research Associates.

In no case will the total amount of supplemental benefits, employment gross benefits, and any other employment earnings received by the Employee exceed **ninety-five (95%)** of the Employee's regular weekly earnings (based on their pre-leave earnings).

Eligible employees as per Article **32.06** in receipt of extended parental EI benefits, shall receive supplemental benefits in the dollar amount equivalent to what they would have received during a twelve (12) month leave with standard EI benefits.

Postdoctoral Fellows, who qualify for a leave as defined under Article 32.02, 32.03, 32.04 or 32.05 and are eligible for continued funding for current salary under their granting agency during the leave period, are not eligible for supplemental benefits from the Employer, as long as the continued funding by the granting agency is equal to, or greater than, the supplemental benefits provided by the Employer.

32.07 Benefit Coverage

During receipt of supplemental benefits, the Employer shall pay its respective shares of the cost of continuing benefit coverage. During the unpaid portion of the leave, the Employee will be eligible to continue their benefits by paying the full cost of the benefits coverage, unless prohibited by the benefit plan.

32.08 Breastfeeding

In the event that an employee wished to breastfeed their infant at work, and provided the worksite is in an appropriate location as determined by the employee and the manager, the employee shall be allowed time off with pay for up to one (1) hour per day for this purpose, provided they have received approval from the appropriate manager. This arrangement may be provided for a maximum of six (6) months in duration.

32.09 Maternity-related Reassignment

The Employer shall modify the job functions of an Employee who is pregnant or nursing during the period from the beginning of pregnancy to the end of the fifty-second (52nd) week following the birth if any of their current functions may pose a risk to the Employee's health or the health of the foetus or child. At the request of the Employer, Employees must provide medical information substantiating the need for modification of job functions.

ARTICLE 33 – WAGES AND PAY ADMINISTRATION

33.01

Rates of pay are expressed as annual rates of pay and are as established in Schedules A (Postdoctoral Fellows) and B (Research Associates).

33.02

Employees shall be informed of the days of the month in which they shall be paid. Employees shall be paid in the pay period in which they commence their duties unless the date of pay is within one week from the commencement of duties.

33.03

Payments shall be made in semi-monthly installments during the period of the appointment and shall be by direct deposit in the account of the Employee at the institution of their choice. Each payment shall be accompanied by an electronic pay statement that includes an itemized list of all deductions made from the Employee's pay.

33.04

No deductions, except those required by law, shall be made from an Employee's pay without their written authorization. In the event an error is made by the University that results in an overpayment to an Employee, the University and the Employee shall meet to agree upon a reasonable repayment schedule.

ARTICLE 34 – OUTSIDE PROFESSIONAL ACTIVITIES

34.01

Employees receive appointments at the University based on their expertise and competence in their respective professional fields. Outside professional activities may enhance the professional and scholarly competence of the Employee as well as the reputation of the University.

34.02

Employees may engage in professional activity with the community outside the University, provided that such activity does not interfere with the Employee's duties or responsibilities to the Employer and does not violate the University's Conflict of Interest Policy. The Employee shall not represent themselves as acting on behalf of the University. However, nothing shall prevent the Employee from stating the nature and place of their employment at the University.

ARTICLE 35 – PROFESSIONAL DEVELOPMENT

35.01

Participation in professional development activities is encouraged. Employees and Supervisors should engage in regular discussions pertaining to professional development planning and opportunities. Upon request by the Employee, at least one meeting per year shall occur between the Employee and the Supervisor during the period of appointment to discuss goals and professional development planning and opportunities. A record of these discussions are expected to be documented by the Employee and Supervisor.

Subject to the written approval of the Supervisor, travel, registration and related expenses, in accordance with the Employer's travel policy, shall be paid by the Employer.

35.02

The College of Graduate and Postdoctoral Studies will inform Postdoctoral Fellows of professional development opportunities.

35.03

Career development opportunities may be available for Postdoctoral Fellows through the assignment of additional duties or through other short-term appointments with the Employer. These opportunities must be discussed with and approved, in advance, by the Supervisor and in consultation with Human Resources.

35.04

Where the University hosts events or learning opportunities in support of or alignment with our strategic priorities, supervisors will make reasonable efforts to support the attendance of interested Employees without loss of pay or benefits, where work will not be unreasonably disrupted.

ARTICLE 36 – EMPLOYEE BENEFITS

36.01 Postdoctoral Fellows

All Postdoctoral Fellows shall enroll in Employee benefit plans for which they are eligible according to the terms of those plans. All Postdoctoral Fellows who hold an appointment of greater than or equal to 0.5 FTE and greater than or equal to a six (6) month term will be eligible for:

- 1) Family Extended Health Care Plan
- 2) Family Dental Plan
- 3) Group Life Insurance Plan
- 4) Business Travel Insurance

Premiums for all of the plans listed above shall be paid by the Employer with the exception of group life insurance, which shall be paid by Employees.

36.02 Research Associates

- a) All Research Associates shall enroll in Employee benefit plans for which they are eligible according to the terms of those plans. Eligibility to participate in the benefit plans is dependent on the Research Associate's current length of appointment, level of FTE and/or the number of hours worked in that appointment. Eligibility is not based upon the Research Associate's cumulative service with the University and is determined by the duration of each appointment.

Notwithstanding the preceding paragraph, once eligibility requirements are obtained, full-time benefits are maintained through continuous employment (i.e.: continuing from one appointment to the next without a break in service) as a Research Associate.

Research Associates may be eligible for the following benefits:

- 1) Health/Drug
 - 2) Dental
 - 3) Pension
 - 4) Basic Life Insurance
 - 5) Disability (Salary Continuance, Long Term Disability)
 - 6) Optional Life Insurance
 - 7) Optional Accidental Death & Dismemberment (AD&D) Insurance
 - 8) Part-time Benefits
- b) Full-time benefits are available to Research Associates who are working at least six (6) months, and at least half-time (0.5 FTE). Thresholds for eligibility and the benefits available are:

In an employment term of:	To be eligible for:
6 months	Life Insurance, Health, Dental
Greater than 6 months, but less than 2 years	Life Insurance, Health, Dental, Pension

2 years of greater	Life Insurance, Health, Dental, Pension, Disability (Salary Continuance, Long Term Disability)
--------------------	--

For Pension, the current contribution rate is 8.5% and is matched by the University. The pension plan is administered in accordance with the terms of the plan.

c) Part-Time Benefits and Pension

Research Associates who do not meet the requirements for the above benefits may be eligible for part-time benefits. As per The Saskatchewan Employment Act, coverage would begin after the qualifying period of twenty-six (26) consecutive weeks of employment from date of hire and once the Research Associate has worked 390 hours during that time or 780 hours within the calendar year. Benefits under the part-time plan include, Life Insurance, Health (prescription drugs only, family), and Dental (single, basic only).

Research Associates (excluding casual appointments), who are eligible and are participating in part-time benefits and who commence an approved leave of absence, may elect to retain these benefits only when the leave is for Maternity, Adoption or Parental leaves. Research Associates who have elected to maintain coverage may do so only until the end of their current appointment and so long as they maintain all premium payments.

Research Associates with multiple appointments will only be covered under one benefit plan at a time.

Part-time Research Associates who have been employed by the University for twenty-four (24) continuous months and have earned at least 35% of the Year's Maximum Pensionable Earnings in each of the two previous calendar years will be eligible for part-time pension.

For Pension, the current contribution rate is 8.5% and is matched by the University. The pension plan is administered in accordance with the terms of the plan.

Detailed information concerning the benefit plans is provided by **Human** Resources and updated regularly on the Benefits website.

36.03

Changes to the terms of the plans listed above shall only be made by mutual agreement of the parties.

ARTICLE 37 – TUITION WAIVERS

37.01

Provided that space is available in the course, the tuition for auditing one **(1)** three (3) credit-unit course or equivalent, per academic term, will be waived by the University. The waiver is accessed through Student Accounts and Treasury. **Note that the tuition waiver covers exclusively tuition, not fees.**

The above paragraph does not preclude an **E**mployee from taking additional for-credit courses or auditing additional courses. Payment of tuition for such courses will be at the discretion of the **E**mployee's Supervisor.

If a course is taken during normal working hours, approval must be obtained in advance from the **S**upervisor.

ARTICLE 38 – DURATION

38.01

This Agreement shall be effective from **November 1, 2024 to October 31, 2028** and from year to year thereafter. Either party may, not less than sixty (60) days nor more than one hundred and twenty (120) days prior to the termination date hereof, give notice in writing to the other party to terminate this Agreement or to negotiate a revision thereof. This agreement may be amended by mutual consent.

38.02

If any provision of this Agreement is found to be contrary to the provisions of any law, now or hereafter enacted, this Agreement will not be abrogated, but it is subject to such amendments as may be necessary to bring it into conformity with the law.

38.03

No Employee(s) shall be required or permitted to make a written or verbal agreement with the Employer or the Employer's representatives which may conflict with the terms of this Collective Agreement.

In witness thereof, the parties have executed the Agreement this __12__ day of March, 2026

**ON BEHALF OF
PUBLIC SERVICE ALLIANCE OF CANADA:**

**ON BEHALF OF THE
UNIVERSITY OF SASKATCHEWAN:**

Marianne Hladun, Regional Executive
Vice-President, Prairies

Colin Weimer, Lead Negotiator

Dr. Elisa Elizondo

Dr. Trever Crowe

Dr. Iqbal Bhalla

Dr. Jaswant Singh

Dr. Chandra Bose

Kirk Veltikold

Mathieu Brûlé, Lead Negotiator

Meagan Schuler

Jesse Todd, PSAC Representative

Marnie Wright
On behalf of the Chair, Board of Governors

Keiran Killick
On behalf of the Secretary, Board of Governors

SCHEDULE A – WAGES: POSTDOCTORAL FELLOWS

The stated minimum applicable annual salary for each Postdoctoral Fellow shall be as follows:

MINIMUM FLOOR EFFECTIVE:

November 1, 2024 - \$42,500

November 1, 2025 - \$45,000

November 1, 2026 - \$50,000

November 1, 2027 - \$55,000

Each active Postdoctoral Fellow shall receive salary increases in the following amounts on the following dates:

Effective November 1, 2024: 0%

Effective November 1, 2025: 2.0%

Effective November 1, 2026: 2.5%

Effective November 1, 2027: 2.5%

Employees will receive the greater of either the increase to the minimum salary or the economic increase.

Any retroactive payments shall be made to all Postdoctoral Fellows active on the date of the signing of the tentative agreement and still actively working in the pay period immediately prior to the pay period in which these payments will be issued.

In lieu of a 2024 salary increase, a one-time payment of two-hundred fifty dollars (\$250) or five-hundred dollars (\$500) shall be made to each Postdoctoral Fellow active on the date of the signing of the tentative agreement and still actively working in the pay period immediately prior to the pay period in which these payments will be issued.

- **\$250 for Postdoctoral Fellows with less than six (6) months' continuous service at date of signing a tentative agreement.**
- **\$500 for Postdoctoral Fellows with six (6) months or greater continuous service at date of signing a tentative agreement.**

SCHEDULE B – WAGES: RESEARCH ASSOCIATES

The stated minimum applicable annual salary for each Research Associate shall be as follows:

Effective November 1, 2024 – Minimum floor: \$55,000

Effective November 1, 2025 – Minimum floor: \$55,000

Effective November 1, 2026 – Minimum floor: \$57,500

Effective November 1, 2027 – Minimum floor: \$60,000

Each active Research Associate shall receive salary increases in the following amounts on the following dates:

Effective November 1, 2024: **0%**

Effective November 1, 2025: **2.0%**

Effective November 1, 2026: **2.5%**

Effective November 1, 2027: **2.5%**

Employees will receive the greater of either the increase to the minimum salary or the economic increase.

Any retroactive payments shall be made to all Research Associates active on the date of the signing of the tentative agreement and still actively working in the pay period immediately prior to the pay period in which these payments will be issued.

In lieu of a 2024 salary increase, a one-time payment of two-hundred fifty dollars (\$250) or five-hundred dollars (\$500) shall be made to each Research Associate active on the date of the signing of the tentative agreement and still actively working in the pay period immediately prior to the pay period in which these payments will be issued.

- **\$250 for Research Associates with less than six (6) months' continuous service at date of signing a tentative agreement.**
- **\$500 for Research Associates with six (6) months or greater continuous service at date of signing a tentative agreement.**

MEMORANDUM OF AGREEMENT

Employment Equity

The University of Saskatchewan and the Public Service Alliance of Canada have a joint interest in achieving equity, diversity, and inclusion in the workplace so that all Employees are treated with dignity and respect and are provided with the opportunity to achieve their full potential. The parties share the belief that equity, diversity, inclusion and a sense of belonging strengthen the community and enhance creativity and innovation in all domains.

The University of Saskatchewan is committed to achieving and maintaining a fair and representative workforce through the design and implementation of an EDI Strategy and Action Plan, which is consistent with provisions of The Saskatchewan Human Rights Code.

The design and implementation of an EDI Strategy and Action Plan is intended to reduce barriers to equity, diversity and inclusivity on campus and in society, recognizing that nurturing a sense of belonging within work and learning environments is a vital, contributing element to the achievement of excellence.

Employment equity is a process designed to improve the representation of systemically disadvantaged groups, especially aboriginal peoples, persons with disabilities, visible minorities and women at the University of Saskatchewan. The University and the Union value diversity and recognize the importance of providing opportunities in this bargaining unit for these target groups.

The parties will consult and collaborate in ways that demonstrate mutual commitment to EDI to create and nurture a diverse and inclusive university community that encompasses our legal, moral and ethical responsibilities and that may provide opportunities for target groups (those systemically disadvantaged groups, especially aboriginal peoples, persons with disabilities, visible minorities and women) in the bargaining unit.

The parties will share, in confidence, information pertaining to the equity profile of this bargaining unit that may be generated through EDI initiatives related to representative workforce planning.

LETTER OF AGREEMENT

Employment Status

As of the date of ratification of this agreement, members of the bargaining unit will be considered as University of Saskatchewan **E**mployees for all purposes. This includes but is not limited to:

- Payment of premiums for the Canada Pension Plan and Employment Insurance
- Access to room bookings
- Software Purchases
- Career Centre and Job Applications
- Wellness Centre
- Employee and Family Assistance Program
- Child care facilities

This letter of agreement does not dictate what, if any, entitlements **E**mployees receive in respect to the above-listed items.

MEMORANDUM OF AGREEMENT

Intellectual Property – Research Associates

The parties agree that any individual contract related to the terms and conditions regarding the treatment of intellectual property which was signed by a member prior to the implementation of this collective agreement and prior to the approval and implementation of a new Inventions Policy and Procedures, will be superseded by the provisions in this collective agreement and the future-adopted Inventions Policy and Procedures.

For further clarity, this does not apply to an individual agreement with the Employer concerning their respective rights in a specific invention produced by an Employee as a consequence of activity that was part of the Employee's assigned duties.