

## FREQUENTLY ASKED QUESTIONS

\*FAQs will be frequently updated during the rollout of the Collective Agreement.

### General:

**1. When is the collective agreement effective?**

A: The collective agreement was ratified on March 25, 2019. The term of the agreement is from April 1, 2018 to March 31, 2020.

**2. Will training be provided to managers of support staff?**

A: During the month of April 2019, Employee and Labour Relations will be hosting a number of presentations on the new collective agreement changes at various locations across campus. An email will be circulated in early April outlining the dates, times, and locations of the information sessions.

**3. When will copies of the new collective agreement be available?**

A: The parties are working together to edit and finalize the document prior to sending it for print. In the interim, an unedited draft of the agreement can be accessed on the [Employee and Labour Relations website](#).

**4. Is the financial impact of monetary changes being funded centrally?**

A: Any monetary impacts to provisions that are already centrally funded, such as Parental Leave Top Up and Group Benefits will continue to be centrally funded. Funding implications resulting from changes to Overtime, Shift Differential, Weekend Premium, and amendments to the General Job Family will be borne by the Faculties and Departments.

### Overtime:

**5. Can I still require that an employee perform overtime work?**

A. Yes, but you must first request that Employee(s) work overtime before mandating it.

### Position Abolishment:

**6. What does “available vacant position” mean?**

A: It means a posted position that is currently unencumbered. A “vacant” position that not posted is not considered “available”.

**7. What happens to an employee’s Basic Rate of Pay if they transfer to a new position with a lower maximum salary during the redeployment period?**

- A. The employee's Basic Rate of Pay will be maintained for the duration of the notice period. Thereafter, the employee's Basic Rate of Pay will be adjusted to the max of their new Job Family and Phase.

**Workload:**

**8. What should managers do if they receive a workload complaint?**

- A: If you receive a workload complaint or a request for a workload discussion, you must schedule a meeting with your employee, or group of employees, within fourteen (14) days. Please contact you HR Services Business Partner who can assist you in navigating this new process.

**Exclusions Review:**

**9. How will I know if my MaPS position is being reviewed as part of the Joint Exclusions Review?**

- A: All MaPS positions in the following career bands will be reviewed: Operational and Administrative Support, Technical Professional, Professional, Research, and Management, Level 1. It will take a considerable amount of time to jointly review all positions against the exclusion criteria set out in the *Public Service Employee Relations Act* (PSERA). Once a list of position to be included in the bargaining unit has been finalized, impacted employees will be notified in writing. The parties have agreed that salaries for any impacted Employees will be red-circled.

More information in respect of the Exclusion Review will be shared in the coming weeks.