

**Union of Graduate Student Workers – PSAC Local 60550 and UNB Management
Joint Union-Management Committee (JUMC)
May 25, 2018 - Dean of School of Graduate Studies Office, SHDH**

Present:

Union: Amy Savile, Perry Reimer

Management: Drew Rendall, Ryan Johnston, Bruce MacDonald

Regrets: Tammy Bo

Meeting called to order by Ryan Johnston (Co-Chairperson) at 3:31 pm.

Agenda:

MOTION: That the Committee approve the agenda of May 25, 2018 as circulated. CARRIED

Approval of Prior Minutes:

MOTION: That the Committee approve the Minutes of September 11, 2017 as circulated. CARRIED

Business Carried Forward:

Terms of Reference: UGSW circulated revised Terms of Reference via email prior to the meeting. Any additions to be tabled for later discussion. Terms of Reference were adopted, pending any omissions.

New Business:

UGSW Membership Packages:

- UGSW informed the Committee that they are not receiving all contracts and once contracts are received, they have no mechanism to determine if the member has already received the required Union package. **Actions:** There is a draft amendment to Appendices B-1 and B-2 that will allow members to initial that they have already received a package. The revised Appendices and MOU are with PSAC's negotiator for approval.
- UGSW indicated that there was also a correlation between those departments that have not requested packages and those who do not have many members registered with the Union. Other departments have requested far more packages than employed students. **Actions:** UGSW to provide information related to the problematic units; UNB to remind the departments of the obligations under the UNB-UGSW Collective Agreement.

Delays in Pay:

- UGSW expressed concern regarding the percentage of contracts where initial payments were outside of the maximum 30 (business) day time-period as is provided for under Article 27.04 of the CA. Further investigation would be required to see where a disconnect is occurring (by contract type and time ranges). **Recommendations:** UGSW suggested some potential solutions: rather than sending forms back to a department via campus mail for correction, could they be emailed? Could departments also return the corrected forms via email to prevent further delays in payment? Is there a way to flag delayed contracts to be expedited from department to SGS to Payroll? UNB mentioned that further education could be part of fall orientation, identifying units that may have continuing pattern in this respect and having a discussion with them about the importance of submitting their forms in a timely manner.

- In discussing 27.06 of the Collective Agreement, it provides that should a student experience hardship due to a delay in pay, they should contact their Director of Graduate Studies (DOGS) and let them know. DOGS may not know what they need to do to request a cheque. **Actions:** UNB to ask payroll what authority is needed for expedited cheques when hardship is claimed. **Recommendations:** UGSW suggested it might be worthwhile to have a formalized form for DOGS or the member, possibly ready for the fall orientation.

Graduate Student Funding Task Force: UGSW is looking to share data contained in the dues list with the Graduate Student Funding Task Force. UGSW wanted to be sure there were no privacy related implications. **Recommendations:** UNB suggested UGSW should consult with the privacy officer as they are more familiar with the legislation.

Joint Training/Information Sessions: **Actions:** It was agreed that UNB and UGSW are open to doing joint training sessions in the late summer/early fall. UGSW and UNB to follow-up during the summer to prepare for this. **Recommendations:** UGSW suggested it might be worthwhile to have 2 sessions given shifting availabilities and size of the groups.

Normal Maximum of 520 Hours Worked: UGSW has received numerous questions concerning the ramifications of a graduate student working more than the annual maximum of 520 hours as stipulated on the School of Graduate Studies (SGS) website's guidelines.

- The source of the restriction: UNB stated that the policy had its origin with Federal Tri-Council Funding Agencies (NSERC, SSHRC, CHIR), subsequently adopted by the Maritime Provinces Higher Education Commission (MPHEC), and Universities. **No actions or recommendations at this time.**
- Inconsistency with 20 hours/week limits stipulated on for international student work permits: UNB advised that the federal government's choice to allow 20 hours of work has no bearing, legally, on a university's ability to set its own rules and definitions for full-time status to permit fewer work hours. **Recommendations:** UGSW suggested that the hour limit be more clearly articulated to international students before they come to UNB.
- Contradiction between SGS limits of 'all work' to 520 hours and the Collective Agreement's limit of 520 hours specifically for GSTA/GSRA employment: UNB discussed the interaction between a person's status as a student versus the person's status as an employee. UNB indicated that providing students with an opportunity to work is a core part of the graduate experience but emphasized that going beyond an average of 10 hours a week risks delaying degree completion which is, ultimately, students' top priority. **No actions or recommendations at this time.**
- Notification process for students and Union representation regarding non-acceptance of employment due to hours limit: UNB clarified that employment contracts are not rejected or contested after they have been signed by all necessary parties. UNB explained further that requests to work in excess of the stipulated maximum average are not summarily rejected. Rather, they prompt a discussion with the student, their Supervisor and the Director of Graduate Studies. Two options noted are that the student may decide to transfer to part-time status to accommodate the additional employment commitment, or to remain at full-time status but decline the employment opportunity. **Recommendations:** Where a student feels pressured by financial or personal circumstances to work more than 520 hours, UNB recommended that these students be directed to talk with SGS to discuss the situation and, when relevant, come up with an alternative

support plan (such as with GAAs) and academic progress plan so that they can stay as a full-time student and focus on their studies. UGSW noted concern about limitations to alternative financial supports available and that this topic, along with how UGSW and UNB can collaborate to best assist and represent concerned members, warranted future discussion and exploration.

Due to the lack of time, remaining items on agenda were tabled for future meetings.

New Business:

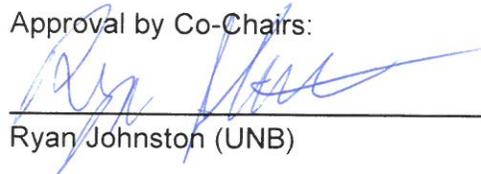
- None

Meeting adjourned at 5:00 p.m.

Future meetings: To be arranged by Erin Fyfe

Minutes submitted by Erin Fyfe, Human Resources

Approval by Co-Chairs:



Ryan Johnston (UNB)



Amy Savile (UGSW)