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Negotiations update

- Welcome
- Background & context
- Tentative MOA
- Questions

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The Negotiations Team

- Leslie Gloor Duncan, Co-Chair
- Deanne Babcock, Co-Chair
- Julia Beltrano, PMA President
- Colin Couchman
- Sarah Dawson
- Nicole Girotti
- Melanie Molnar
- Josh Morgan

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- We'll be reviewing the contents of the University's Proposal to the PMA from November 7, 2018
- Its contents are confidential until they are approved by our membership and by the Board of Governors

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Background & context

- Our process
  - Committee has been meeting since August 2017
  - Reviewed previous agreements
  - Examined HR demographic data
  - Compared Salary data with Hay's Database (500 employers salary data including U15 Schools)
  - Reviewed agreements settled with other groups
  - Worked with a consultant

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Member survey

- 455 respondents;
- over 60% response rate
- Major themes and priorities:
  - Compensation
  - Health Benefits
  - Professional Development
  - Interpretation and application of policy

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Process

- The Negotiations team started discussions with HR in Sept 2018
  - We were keeping a watchful eye on the political climate to ensure an agreement was reached prior to any potential wage freezes
  - We are in a new and different fiscal time where there are financial limitations of corridor funding *(no more opportunity to grow revenue through domestic enrollment)* and anticipated changes in research funding as a result of the change in government.
  - After 6 meetings over 3 months, numerous drafts and revisions, we've arrived at an agreement we feel best reflects the priorities our membership

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Memorandum of Agreement

MOA SUMMARY

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Proposed MOA dates

- 4 years
- November 1, 2018 – October 31, 2022
  - Subject to approval by the membership & Board of Governors (November 29, 2018)
  - If ratified, pay would be retroactive to November 1, 2018 – but only appear on December pay cycle

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MOA Highlights

- **Increase to annual base pay** *(1.5% all 4 years)*
- **Revised pay scales** to be consistent with national averages at other comparable institutions *(Based on Hay Salary Data)*
- **Increase to Flex Credits** to $2,000 *(HCSA & PER)*
  - To be allocated as you choose, no more base in HCSA
- Updates to policies on lateral transfers, leaves, and vacation accrual for contract employees
- **$1,000 Lump Sum** in Year 1

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COMPENSATION

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Salary – 2014 MOA

Component	2014/15	2015/16	2016/17	2017/18
Basic increase	**1.25%**	**1.0%**	**1.0%**	**1.0%**

Salary – 2018 Tentative MOA

Component	2018/19	2019/20	2020/21	2021/22
Basic increase	**1.5%**	**1.5%**	**1.5%**	**1.5%**

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Salary – 2018 Tentative MOA

Component	2018/19	2019/20	2020/21	2021/22
Basic increase	**1.5%**	**1.5%**	**1.5%**	**1.5%**
Merit	1%	1%	1%	1.25%
PTR	0.5%	0.5%	0.5%	0.5%
Salary range	1.5%	1.5%	1.5%	1.5%
	+ Adjustments based on National Averages of the Hay's Database effective by January 2019			
Lump sum	**$1000**			

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Why did we advocate for a higher base and see a lower PTR?

- PTR impacts 300/1291 members

October 31st, 2018 salary	$55,000
PTR at 1.2%	660
PTR at 0.5%	275

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By accepting a slight reduction to PTR & Merit components we were able to negotiate:

- A higher base increase (up 0.5%)
- Increased flex credits (up to $2,000)
- A lump sum for all members ($1,000)
- A salary range review

All of which **benefit 100% of our members**

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What does this look like for our members?

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Staff Member A

SG 13, currently earning $55,000
Eligible for PTR (below job rate)

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October 31st, 2018 salary	$55,000
Base Increase of 1.5%	825
Merit increase of 1.0% (estimate based on average)	550
Revised base salary	$56,375
PTR of 0.5% (applied after base and merit to new base)	282
November 1st, 2018 salary	**$56,657**
Total $ increase	$1,657
Total % increase	3.00%

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Staff Member B

SG 13, currently earning $64,000 (above job rate)

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October 31st, 2018 salary	$64,000
Base Increase of 1.5%	960
Merit increase of 1.0% (estimate based on average)	640
Revised base salary	$65,600
PTR of 0.5% (applied after base and merit to new base)	0
November 1st, 2018 salary	**$65,600**
Total $ increase	$1,600
Total % increase	2.50%

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Staff Member C

SG 13, currently earning $77,320 (at current maximum)

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October 31st, 2018 salary	**$77,320**
Base Increase of 1.5%	1,160
Merit increase of 1.0% (estimate based on average)	773*
Revised base salary	$78,480
PTR of 0.5% (applied after base and merit to new base)	
November 1st, 2018 salary	**$78,480**
Total $ increase	$1,160 + 773
Total % increase	1.5% to base, 2.5% total

**not added to base – lump sum payment considered as pensionable*

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SALARY RANGE ADJUSTMENTS

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In previous MOAs

- Historically, salary range adjustments were consistent with base increases
- After examining external salary data it became clear that some of our salary ranges were competitive, while others had fallen behind

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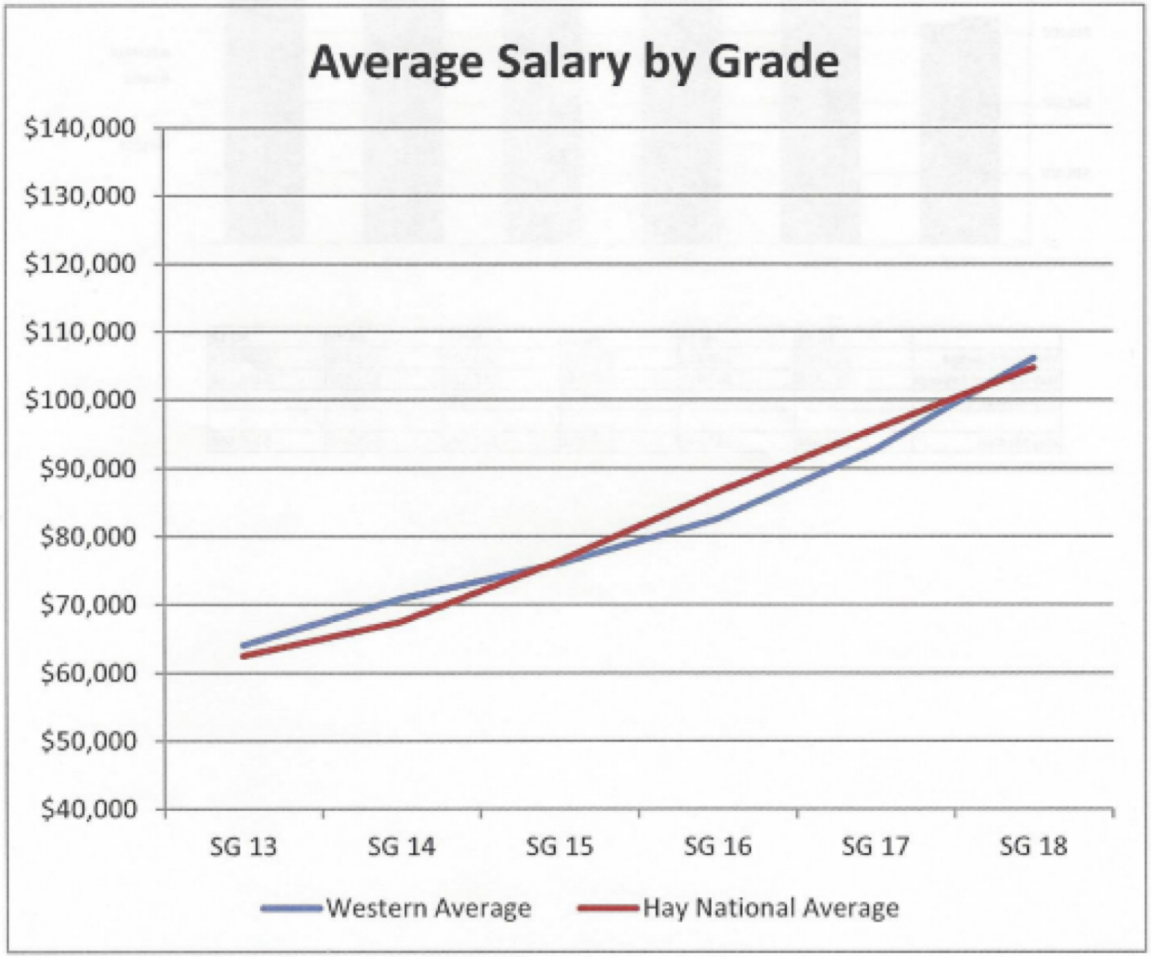
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How do our Salaries Compare?

- Good news – Grades 13 and 14 were at or above national averages
- Areas to be addressed – Grades 15-18 which fell below national averages

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Current Ranges

APPENDIX 1

2017/2018 Salary Ranges

PROFESSIONAL AND MANAGERIAL CATEGORY

Occupational Group	Level	PeopleSoft Job Codes	Minimum $	Job Rate $	Maximum $
Administrative Professional	S.G. 13	MM1X _ _	54,250	63,780	77,320
	S.G. 14	MM2X _ _	57,620	67,790	82,210
	S.G. 15	MM3X _ _	58,800	69,130	83,800
	S.G. 16	MM4X _ _	61,980	72,890	88,400
	S.G. 17	MM5X _ _	66,890	78,660	95,320
	S.G. 18	MM6X _ _	76,730	90,260	109,350

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Salary

Revised Salary Range implemented as of October 31, 2019 to align with external benchmarks:

Grade	Salary Grade	Minimum	Job Rate	Maximum	Change Min	Change JR	Change MX
1	13	55,060	64,740	78,480	-	-	-
2	14	58,480	68,820	83,480	-	0.01%	0.05%
3	15	62,190	73,160	88,740	4.21%	4.26%	4.33%
4	16	66,100	77,770	94,340	5.07%	5.12%	5.14%
5	17	71,060	83,600	101,410	4.67%	4.71%	4.82%
6	18	78,170	91,960	111,550	0.37%	0.38%	0.50%

Technical and Research Scientist Compensation Plans and positions to be reviewed by the University align with the funding for these positions, by December 31, 2021.

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What does this mean for you?

- If you're at the minimum rate
  - Your salary will be increased to the new minimum
- If you're at job rate, but the new job rate now exceeds your salary
  - You will become eligible for PTR until you hit the new job rate
- If you are at job maximum
  - Any increases will be added to your base salary instead of paid out as a lump sum up to the new maximum salary

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Implementation Timeline

- October 31, 2019 for SG ranges
  - Commitment to review Technical and Research Scientist ranges by or before December 2021
  - Computer Science Ranges were reviewed for external validity during last agreement

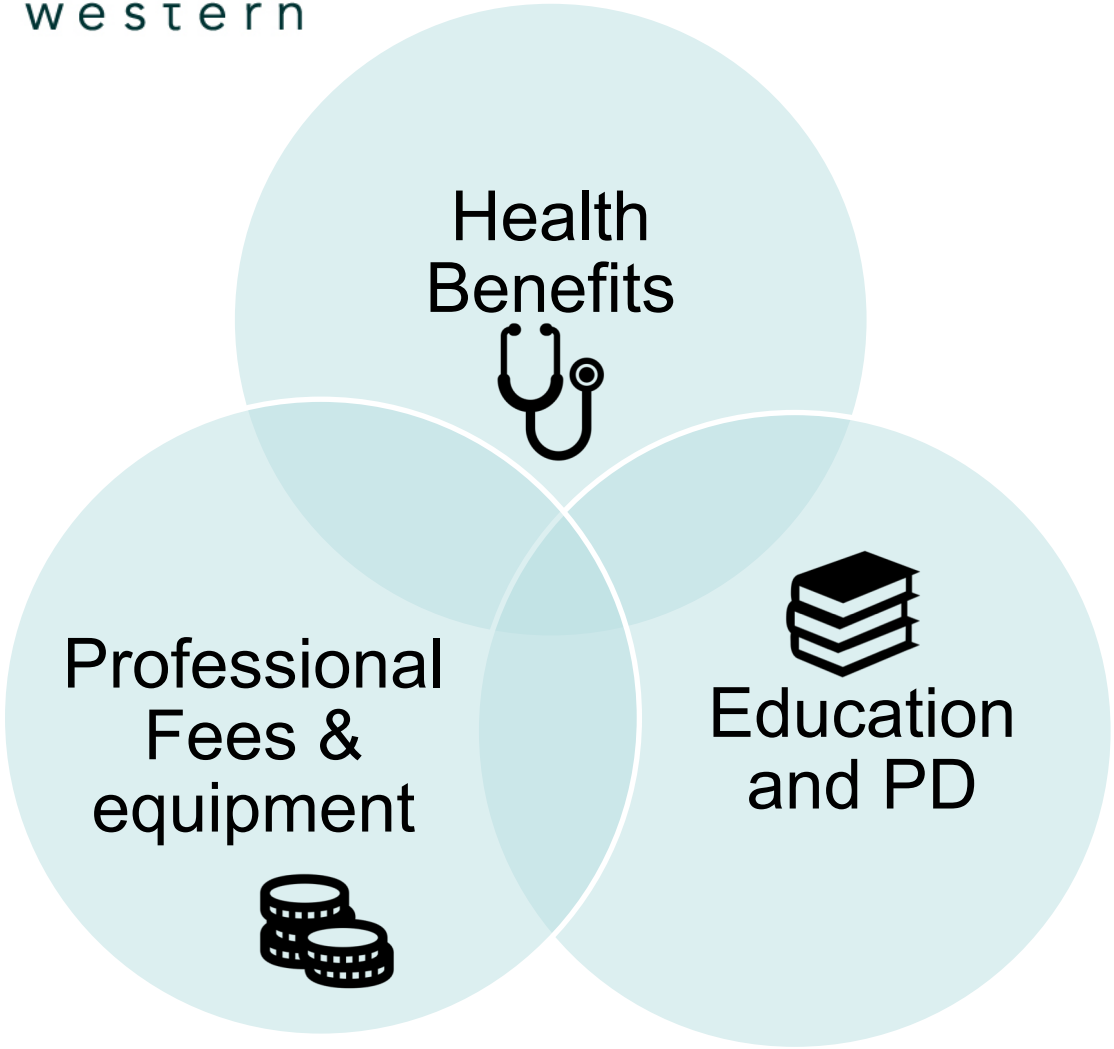
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OTHER BENEFITS & PROFESSIONAL DEVELOPMENT

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- Flex Credits $2,000 per year

- 100% Flex, can be allocated to HCSA or PER

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2014 MOA	Base HCSA	Flex Credits	Total
Individual	$200	$1200	$1400
Family	$325	$1200	$1525

2018 MOA	Total Flex Credits	Increase of	Increase by %
Individual	$2,000	$600	43%
Family	$2,000	$475	31%

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How can you spend your flex credits?

- Jim has healthcare coverage through his spouse, he can allocate 100% to his PER and put it towards his graduate tuition

- Joan's daughter needs braces, she can allocate 100% to her healthcare spending account

- Ben is a CPA who needs to pay professional fees; he can allocate a portion to his PER, and the remainder to his HCSA to cover chiropractic visits

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CHANGES TO POLICY

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Vacation Accrual

Vacation Accrual – Once a PMA member has accumulated 10 years of regular full time service, the vacation accrual entitlements shall be based on employee's *Service Date* which is the first day that the person contracted into an employment relationship with the University of Western Ontario.

This date shall be reset to the most recent contract start date when there is an interruption of earnings sufficiently long to require the issuance of a Record of Employment.

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Example

- Jeff was hired on contract from 2000-2002
- He had a second contract 2002-2004
- He was hired into a FT role in 2004
- In 2014, after 10 of FT service his start date would be adjusted to the year 2000, he is eligible for the same vacation accrual as someone who had started FT in 2000

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Pro-rating for lateral transfers

3. Salary Action on Lateral Transfers

a) When a current PMA Eligible staff member transfers laterally to a position that has either the same Job Rate of his/her current position or one within 5% of the Job Rate of the former position, ~~when pro-rated to a common hourly work week~~, he/she will maintain his/her annual salary and may receive a discretionary salary increase of up to 5% of the former salary upon the written recommendation of the Dean or Budget Unit Head and the approval of the appropriate Vice-President and the Associate Vice-President, Human Resources.

b) Any lateral transfers occurring within two years of a previous lateral transfer where up to a 5% increase was applied will occur with no change in salary.

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Example

Jennifer	Annual Salary	Hours a Week	Salary Pro-Rated to 35h week
Current Job Tech Level 7	$60,000	37.5	$60,000 / 37.5 x 35 h = 56,000

- If Jen applies to a lateral position which is SG 14, pro-rating would result in her being offered a reduction in annual salary.
- She would be offered 56,000 – a $4,000 pay cut.
- This updated policy would allow her to maintain her 60,000 annual salary; she would also be eligible for any discretionary increases

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Leaves

- Policy amended to no longer require a note after 5 days
- Bereavement leave language updated to reflect the death or loss of a family member

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Language Adjustments

- In regards to salary ranges,
  - "Minimum" has been changed to "Starting"
  - Reflective of the language set out in Compensation Procedures 6.2

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Next steps

- Email sent today with link to online voting tool (requires your email to log-in)
- Polls open from 5:00 p.m. November 12 until Wednesday November 14, 12:00 noon
- If passed, Administration will be notified
- Vote by the board of Governors 29th
- Changes would be reflected in December Pay, and Retroactive to Nov 1, 2018

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Question:

Do you wish to adopt the Memorandum of Agreement as presented and endorsed by the PMA Executive?

1. Yes
2. No

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