MEMORANDUM OF AGREEMENT

LOCAL AGREEMENT

Between

OKANAGAN COLLEGE

And

BCGEU VOCATIONAL INSTRUCTORS

For the term April 1, 2007 to March 31, 2010

Subject to ratification by the parties

ARTICLE 7 - OC - UNION RELATIONS

7.02 Union Negotiating Committee

<u>A</u> Negotiating Committee shall be appointed by the Union and shall consist of up to three people representing the Union. The Union reserves the right to use up to three additional persons at any one time for technical information or advice. The Union shall advise OC of its appointees to this Committee.

On behalf of the Okanagan College

Spokesperson

Chairperson/Co-Chairperson

On behalf of the BCGEU

Spokesperson

Chairperson/Co-Chairperson

Dated: 16 8/07

ARTICLE 7 - OC - UNION RELATIONS

7.04 Joint Committee

- 1) A Joint Committee comprised of representatives of OC and representatives of https://doi.org/10.2016/<a> A Joint Committee comprised of representatives of OC and representatives of https://doi.org/10.2016/jheart-10.2016/https://doi.org/10.2016/<a href="https://
- The Union and OC recognize the mutual value of ongoing joint discussions and negotiations in matters pertaining to working conditions, employment, services and labour management relations. To this end, the Union Vocational Instructors Negotiating Committee and OC representatives agree that, in the event either party wishes to call a meeting under this clause, the meeting shall be held at a time and place fixed by mutual agreement. However, such meeting must be held not later than 10 working days after the request has been submitted. Employees loss of salary for time spent on the Committee.

On behalf of the Okanagan College

Spokesperson

Chairperson/Co-Chairperson

On behalf of the BCGEU

Spokesperson

Chairperson/Co-Chairperson

Dated: Feb 8/07

ARTICLE 8 – APPOINTMENT CATEGORIES

8.02 Regular Appointment

(3) An employee on a regular appointment shall be required to successfully complete a probationary period of two years

	On h	nehalf	of the	Okanagan	College
--	------	--------	--------	----------	---------

Snokeenerson

Chairperson/Co-Chairperson

On behalf of the BCGEU

Spokesperson

Chairperson/Co-Chairperson

Dated: 22/07

ARTICLE 8 - APPOINTMENT CATEGORIES

8.02 Regular Appointment

(4) An employee who does not hold an Instructor's Diploma, a permanent B.C. Teacher's Certificate appropriate to the instructional assignment, or an equivalent qualification as determined by OC, at the time of initial appointment in the regular appointment category shall be required to obtain the required qualification within the two year probationary period, unless exempted form this provision by OC. This time period may be extended by OC because of extenuating circumstances.

On behalf of the Okanagan College

Spokesperson

Chairperson/Co-Chairperson

On behalf of the BCGEU

Spokesperson

Chairperson/Co-Chairperson

Dated: Nan 7/07

ARTICLE 8 - APPOINTMENT CATEGORIES

8.03 Non-Regular Appointment - Full-Time Workload

(4) An employee on a non-regular-appointment with a full-time workload may be required by OC to obtain an Instructor's Diploma, the time limit for acquisition is at the discretion of OC.

On behalf of the Okanagan College

Spokesperson

Chairperson/Co-Chairperson

Dated: Non 7/07

On behalf of the BCGEU

Spokesperson

Chairperson/Co-Chairperson

ARTICLE 8 – APPOINTMENT CATEGORIES

8.05 Conversion to a Regular Appointment

(5) If an employee on a non-regular appointment is subsequently offered a regular appointment, full-time equivalent service in the non-regular appointment shall count as credit to a maximum of one year toward the probationary period of the regular appointment, provided that at least one satisfactory evaluation has taken-place during the non-regular appointment. An employee will be deemed to have received a satisfactory evaluation if one has not been undertaken.

On behalf of the Okanagan College	On behalf of the BCGEU
Hardon	Spokesperson
Spokesperson	Орокезрегзол
ann hus	
Chairperson/Co-Chairperson	Chairperson/Co-Chairperson

8.06 Parameters of a Regular Part-Time Appointment

At the time of receiving a regular part-time appointment, employees may, in consultation with (2) a Human Resources Department representative, elect one of the following options with respect to salary and benefits. Once elected it may only be changed with the mutual agreement of OC and the employee.

[Maintain current language of 8.06(2) (i), (ii) and 8.06 (3)]

On behalf of the Okanagan College

Spokesperson

Chairperson/Co-Chairperson

On behalf of the BCGEU

Spokesperson

Chairperson/Co-Chairperson

ARTICLE 8 – APPOINTMENT CATEGORIES

- 8.06 Parameters of a Regular Part-time Appointment
- (5) Employees on regular part-time appointments who accrue additional work in accordance with clause 8.06(4), shall receive a separate non-regular appointment for the additional work and shall receive 16% 14% in lieu of vacation and 4% in lieu of health and welfare benefits.

On behalf of the Okanagan College

Spokesperson

Chairperson/Co-Chairperson

On behalf of the BCGEU

Spokesperson

Chairperson/Co-Chairperson

Dated:

8.08 Probationary Period

Dated: 46-22/07

- (1) An employee on a regular appointment shall be required to successfully complete a probationary period of two years.
- (2) If an employee on a non-regular appointment is subsequently offered a regular appointment, full-time equivalent service in the non-regular appointment shall count as credit to a maximum of one year toward the probationary period of the regular appointment, provided that at least one satisfactory evaluation has taken place during the non-regular appointment. An employee will be deemed to have received a satisfactory evaluation if one has not been undertaken.

On behalf of the Okanagan College	On behalf of the BCGEU
Charles-	
Spokesperson	Spokesperson
Panu Juna Chairperson/Co-Chairperson	Cal
Chairperson/Co-Chairperson	Chairperson/Co-Chairperson

ARTICLE 11 - SELECTION OF EMPLOYEES

11.03 For full-time or part-time positions over six months duration, selection committees shall be established and shall normally consist of: two employees on regular appointment from the appropriate program, including the Department Chair if appropriate, one employee on regular appointment from within the bargaining unit, one employee from within OC who may be the Centre Director Regional Dean if appropriate, one student from the program involved, and the designated supervisor, (or designate, and one representative of the Human Resources Department in an advisory role. At the discretion of the designated supervisor, a non-voting representative from the community may be included for a program associated with an outside professional organization. The committee shall review all applications, prepare a short-list which shall normally contain the names of three candidates, interview the short-listed candidates, and recommend to the OC President or designate the candidates for appointment in order of preference.

On behalf o	of the	Okanagan	College
-------------	--------	----------	---------

Spokesperson

Chairperson/Co-Chairperson

On behalf of the BCGEU

Spokesperson

Chairperson/Co-Chairperson

Dated: New 7/07

ARTICLE 11 - SELECTION OF EMPLOYEES

11.08 Upon request, the Union shall have the right to have a Union Observer present for the interviews. The Union shall be responsible for replacement costs and expenses associated with providing the <u>Union Observer</u>.

On behalf of the Okanagan College

Spokesperson

Chairperson/Co-Chairperson

On behalf of the BCGEU

Spokesperson

Chairperson/Co-Chairperson

Dated: 16 8/07

ARTICLE 11 - SELECTION OF EMPLOYEES

11.12 Secondment

- (1) Secondment is a full-time leave from a position covered by this collective agreement to a position within OC not covered by this collective agreement.
- (2) Seconded employees shall have the right to return to their position within this bargaining unit immediately upon expiration of their secondment. The right to return will not reduce regular positions in the instructional area in the year that the seconded employee resumes his or her position within the bargaining unit.
- (3) An employee on regular appointment having held a position covered by this <u>collective</u> <u>agreement</u> and having subsequently been seconded by OC shall <u>have seniority</u> <u>accumulated to the date of the secondment and shall maintain their accumulated</u> seniority for the duration of the secondment.
- (4) Employees who were seconded prior to February 28, 2007 shall be entitled to continue to accrue seniority for the duration of their secondment.
- (5) Notwithstanding the provisions of this Article, employees on secondment waive access to the benefits, terms and conditions of this collective agreement while on secondment.
- (6) With the exception of those employees seconded prior to February 28, 2007, and with the exception of work claimed by an employee who is on layoff and who has the right of recall, a seconded employee may be assigned teaching duties as follows:
 - (i) An employee seconded to the position of Associate Dean may be assigned teaching duties to a workload maximum of 50% per semester;
 - (ii) An employee seconded to any other position may be assigned teaching duties to a workload maximum of 20% per semester; and
 - (iii) Union dues shall be deducted for all hours that a seconded employee is assigned to teaching duties.

On behalf of the Okanagan College	On behalf of the BCGEU
Spokesperson '	Spokesperson
Chairperson/Co-Chairperson	Chairperson/Co-Chairperson

Dated: New 7/07

ARTICLE 12 - CLASSIFICATION AND RECLASSIFICATION

12.01 New Classification (REFERENCE COMMON AGREEMENT ARTICLE 3.3)

When a new classification covered by this Agreement is introduced, the rate of pay, job content, <u>and</u> responsibilities and jurisdiction of such classifications shall be subject to negotiations between OC and the Union in accordance with the other provisions of this Agreement. If the parties are unable to agree, the matter may be referred to arbitration under Article 52 of this Agreement. The new rate of pay shall be retroactive to the date the new position was first occupied.

On behalf of the Okanagan College

Spokesperson

Chairperson/Co-Chairperson

Dated: 18 21/01

On behalf of the BCGEU

Spokesperson

Chairperson/Co-Chairperson

ARTICLE 16 - APPLICATION OF THE SALARY SCALE

16.01 Placement

(1) At time of initial appointment, an employee may be placed on the salary scale to a maximum initial placement of <u>Step 7.</u>

effective April 1, 2004 Step 6 effective April 1, 2006 Step 7

- (2) In exceptional circumstances, and at the discretion of the Vice-President, Academic Education or designate, this maximum may be waived.
- (3) Initial placement on the salary scale will be determined using the following criteria:

QUALIFICATIONS:

	April1/04	April 1/06
Diploma in Technology or equivalent	Step 10	Step 11
Bachelor's Degree, Trades Qualification, or equivalent	Step-9	Step 10
Master's Degree	Step-8	Step 9
Doctoral Degree	Step 7	Step 8

On behalf of the Okanagan College

Spokesperson

Chairperson/Co-Chairperson

1

On behalf of the BCGEU

Spokesperson

Chairperson/Co-Chairperson

Datade 1

ARTICLE 16 - APPLICATION OF THE SALARY SCALE

16.02 Receipt of Salary Increment

- (1) (i) An employee on a regular full-time appointment shall receive an annual incremental increase in the pay period in which their anniversary date falls until the maximum salary is reached. The anniversary date of employment shall be defined as the starting date of continuous service with OC or a date which reflects accumulated full-time equivalent service, in accordance with clause 19.01 (1).
 - (ii) An employee on a regular part-time appointment shall receive a salary increment when they have completed the equivalent of 44-weeks full-time service with OC and shall receive additional salary increments for each successive equivalent of 44-weeks full-time service until the maximum salary is reached.
- (2) An employee on a non-regular appointment shall receive a salary increment when they have completed the equivalent of 44 weeks full-time service 1302 hours paid at the employee's base rate, exclusive of pay in lieu of vacation or vacation, with OC and shall receive additional salary increments for each successive equivalent of 44 weeks full-time service1302 hours paid at the employee's base rate, exclusive of pay in lieu of vacation or vacation, until the maximum salary is reached, subject to clauses 8.03 and 8.04. Where an employee has 16 weeks of continuous service, the service shall be accumulated provided interruptions of service do not exceed 36 consecutive weeks.

16.03 Evaluation of New Qualifications

- (1) In the event that an employee improves his or her qualifications while employed by OC, he or she may apply to the OC President or designate to have his or her qualifications evaluated and to have his or her place on the salary scale reviewed.
- (2) Upon approval, an employee will receive a step increment on the salary scale when the improvements in qualifications occur that relate to work within the employee's current department:
 - (i) An additional Interprovincial Trades qualification ("Red Seal") is obtained.
 - (ii) The employee's qualifications progress from a Diploma through to a Bachelor's Degree, Master's Degree, or Doctoral Degree.

On behalf of the Okanagan College	On behalf of the BCGEU
Spokesperson	Spokesperson
Dru Jans	Ch
Chairperson/Co-Chairperson Dated: 1247	Chairperson/Co-Chairperson
Dated	

ARTICLE 17 - DISTANCE EDUCATION COURSES

- 17.03 Part-time distance education tutors and full-time employees who assume a distance education tutoring assignment shall be paid in accordance with the following:
 - (1) For each distance education course assigned to the tutor for a 12-month period, a retainer of:

April 1, 2003	\$301.00
April 1, 2006	\$305.52
April 1, 2007	\$311.94
April 1, 2008	\$318.49
April 1, 2009	\$325.18

This amount shall be prorated for a shorter period, subject to a minimum retainer of:

April 1, 2003	\$150.00
April 1, 2006	\$152.25
April 1, 2007	\$155. <u>45</u>
April 1, 2008	\$158.71
April 1, 2009	\$162.04

(2) For each assigned student who is registered in a course section 18 calendar days after the official commencement date of the course section:

April 1, 2006	\$ 66.98
April 1, 2007	\$68.40
April 1, 2008	\$69.84
April 1, 2009	\$71.31

(3) For each assigned student who completes the course and receives a grade, or who participates in the course and is assigned a "W":

\$ -52.00
\$ 52.78
<u>\$53.89</u>
<u>\$55.02</u>
<u>\$56.18</u>

(4) For each contact hour for seminars or workshops that are required by OC:

ARTICLE 17 – DISTANCE EDUCATION COURSES

April 1, 2003	\$ 47.00
April 1, 2006	\$ 47.71

April 1, 2007	\$ <u>48.71</u>
April 1, 2008	\$49.73
April 1, 2009	\$50.77

On behalf of the Okanagan College

Spokesperson

Chairperson/Co-Chairperson

On behalf of the BCGEU

Spokesperson

Chairperson/Co-Chairperson

Dated: Fil 23 2001

ARTICLE 18 – DEPARTMENT CHAIRS

18.02 Selection Procedure

A Department Chair shall be appointed according to the following procedure:

- (1) All department members holding regular full-time positions shall be eligible for the position of Department Chair.
- (2) The position of Department Chair shall be posted internally only.
- (3) The recommendation to the OC <u>Vice President Education</u> or <u>designate</u> of a department member for the position of Department Chair shall be determined by a secret ballot at a departmental meeting. The designated supervisor shall act as chair for the election. Employees on regular appointment or non-regular employees with a full-time workload who have accumulated 12 months service in accordance with 8.03 and 8.04 and whose current appointment is for a period of four consecutive months or more shall be eligible to vote. In the event of a tie, the designated supervisor and the department shall make every effort to break the tie. If a tie remains, it shall be broken by the toss of a coin.
- (4) In the event that OC is unable to appoint a regular full time employee in accordance with point (1) above, the election may be open to include regular part-time employees.
- (5) Hours accrued by a regular part-time employee while serving as Chair will count for the following purposes:
 - (i) seniority (clause 19.01 (2)),
 - (ii) annual vacation entitlement (clause 21.01 (3)),
 - (iii) sick leave entitlement (clause 22.02 (3) or (4)as applicable),
 - (iv) health and welfare benefits (clause 26.01 (6), and
 - (v) professional development leave (clause 34.04).
- (6) Chair duties shall not be considered as ongoing work for the purpose of assigning the minimum percentage in clause 8.06 (6). Upon conclusion of the assignment as Chair a regular part-time employee will maintain his or her minimum instructional workload except as noted in point (7) below.
- (7) A regular part-time employee serving as Chair shall maintain the right to accrue additional work for which they are qualified in accordance with clause 8.06(6).

On behalf of the Okanagan College	On behalf of the BCGEU
Mawro	
Spokesperson	Spokesperson
Drew Jens	Cana
Chairperson/Co-Chairperson	Chairperson/Co-Chairperson
·	

Dated: 1/67

ARTICLE 33 - GENERAL LEAVES

33.02 Leave Without Pay

- (1) OC may grant a full-time or partial leave of absence without pay and without loss of seniority to any employee requesting such leave. Such request to be in writing and approved by OC. This leave of absence provision shall not apply during the probationary period of an employee except in case of emergency at the discretion of the <u>Vice-President Education or designate.</u>
- (2) This period of the leave of absence shall not count towards the accumulation of service for the purposes of salary increments or severance pay. (REFERENCE COMMON AGREEMENT ARTICLE 7.3)

33.03 Other Leave

In the event that an employee requests a leave of absence for reasons not listed elsewhere in the collective agreement, then leave of absence with pay may be granted at the discretion of the OC Vice President or designate.

On behalf of the Okanagan College

Spokesperson

Chairperson/Co-Chairperson

On behalf of the BCGEU

Spokesperson

Chairperson/Co-Chairperson

Dated /

ARTICLE 34 - PROFESSIONAL DEVELOPMENT/EXTENDED STUDY LEAVE

- 34.01 OC and the Union recognize the value of professional development to the employee and the institution.
- 34.02 Professional development is defined as the pursuance of study and the updating of skills and/or knowledge relative to the employee's responsibilities.
- 34.03 Employees on regular appointments shall be eligible to apply for professional development leave and financial assistance. Employees on non-regular appointments of at least sixteen weeks' duration and with the equivalent of 1302 hours paid at the employee's base rate, exclusive of pay in lieu of vacation or vacation full-time service with-OC shall be eligible to apply for professional development leave and financial assistance.
- 34.04 Professional development leave may be granted by OC to a maximum of 85 working days in any one College year for employees on regular appointments and a maximum of 10 working days in any one College year for employees on non-regular appointments.
 - (1) Applications for leave shall be submitted to the designated supervisor for recommendation to the Professional Development Committee normally at least one month in advance of the leave time.
 - (2) Employees on non-regular appointments who are granted professional development leave and/or financial assistance shall normally take such leave or assistance during their appointment period. Upon prior approval by the Professional Development Committee, employees may be granted financial assistance for professional development activities which occur during a period when they are not on appointment and no longer employees, provided a work assignment is available in the educational plan for the next College year.
- 34.05 Professional development leave shall be subject to the following:
 - (1) Subject to clause 34.04 (2) the leave may be taken only at a time mutually agreeable to OC and the employee.
 - (2) Contributions for employee benefits shall be continued during the leave period by OC and the employee and the leave period shall count in full for increment purposes.
 - (3) Approved leave shall be at full salary unless mutually agreed otherwise by the employee and the Professional Development Committee.

On behalf of the Okanagan College	On behalf of the BCGEU
Spokesperson	Spokesperson
Dem Long	an
Chairperson/Co-Chairperson	Chairperson/Co-Chairperson

Dated: 107

ARTICLE 34 - PROFESSIONAL DEVELOPMENT/EXTENDED STUDY LEAVE

- 34.06 (1) There shall be a professional development fund to support professional development activities. The fund shall be drawn from the following sources each fiscal year:
 - (i) 0.4 percent (0.4%) One percent (1%) of the salaries of the employees covered by this Article which shall be provided by OC;
 - (ii) twenty-five dollars for each employee covered by this Article which shall be provided by each employee as a condition of employment;
 - (iii) the savings in salaries and benefits of any employees granted leave at a reduced salary as a consequence of any arrangement made under the provisions of clause 34.05 (3).
 - (2) Funds not expended in any one fiscal year shall be carried forward to the next fiscal year.
- 34.07 (1) Professional Development Committees, consisting of the Dean and two faculty representatives, shall be appointed for each of the following three faculties:
 - (i) Health and Social Development Faculty;
 - (ii) Adult and Continuing Education Faculty;
 - (iii) Trades and Technology Faculty

Dated: 167

- (2) Subject to the provisions of this Article, the Committees shall establish, publish and work within common guidelines for the review of applications for professional development leave and financial assistance and for the allocation of such monies. Faculty committees may establish, publish, and work within their own guidelines upon the agreement of all the Professional Development Committees.
- (3) The Professional Development Committees shall review applications and make recommendations to the OC President or designate for the granting or denial of professional development leave, together with a recommendation for financial assistance should the Committee recommend that the leave be granted. The OC President or designate shall approve or deny professional development leave and financial arrangements, taking into account the recommendations of the Committee.

On behalf of the Okanagan College	On behalf of the BCGEU
Spokesperson	Spokesperson
, <u>,</u>	a m
Chairperson/Co-Chairperson	Chairperson/Co-Chairperson

ARTICLE 35 - EMPLOYEE EXCHANGE LEAVE (REFERENCE COMMON AGREEMENT ARTICLE 7.11)

- 35.01 An employee on a regular appointment who has successfully completed their probationary period may negotiate on their own to exchange positions with an instructor of comparable qualifications and experience for a period of up to one year. This exchange leave will be subject to the following conditions:
 - (1) The instructor applying for exchange leave and OC shall follow the following time schedule:
 - (i) at least one year prior to the intended exchange leave, the instructor wishing to take an exchange leave shall notify the OC President <u>or designate</u>, and designated supervisor, in writing, of their intention to negotiate an exchange leave;
 - (ii) at least six months prior to the exchange leave, the instructor shall notify the <u>OC</u> President <u>or designate</u>, and designated supervisor of their arrangements and submit the qualifications of the incoming instructor for approval;
 - (iii) the designated supervisor and the appropriate department shall review the qualifications and determine if the exchange candidate is acceptable. The instructor applying shall be notified within one month, in writing, of the acceptance or rejection of their exchange leave. If the exchange leave is rejected, the instructor will be advised of the reasons for rejection.

Ph. 100	
Spokesperson	Spokesperso
0 1041	1 1

On behalf of the BCGEU

Chairperson/Co-Chairperson

Chairperson/Co-Chairperson

Dated: 16 204

On behalf of the Okanagan College

ARTICLE 36 - INSTRUCTOR'S DIPLOMA PROGRAM OR EQUIVALENT TEACHING QUALIFICATION

- All employees, except those employees exempted from this provision by OC, will be required to obtain an Instructor's Diploma, permanent valid B.C. Teacher's Certificate appropriate to the instructional assignment, or equivalent qualification as determined by OC within a maximum of two years from date of appointment in the regular appointment category. This period may be extended by OC because of extenuating circumstances.
- Employees on non-regular appointments with a full-time workload who are appointed to or converted to a regular appointment category may shall be required by OC to obtain the Instructor's Diploma, or the qualifications in 36.01 above, within one two years of appointment to the regular appointment category. The time limit for acquisition is at the discretion of OC. This period may be extended by OC because of extenuating circumstances.
- Employees, who are eligible in accordance with clause 34.03 may apply to the 36.03 Professional Development Committee for reimbursement of 75% of their tuition fees, up to the employee's annual maximum allocation per year, upon successful completion of the Instructor's Diploma or equivalent.

On behalf of the Okanagan College

Spokesperson

Chairperson/Co-Chairperson

On behalf of the BCGEU

Spokesperson

Chairperson/Co-Chairperson

ARTICLE 42 - TRAVEL ALLOWANCE AND EMPLOYEE PARKING

42.01 (1) Employees authorized to use their personal motor vehicle for OC business shall be paid a travel allowance for actual distance traveled at the rate of:

Effective Date of Ratification \$0.45 per kilometer for required travel for the distance determined by OC between the employee's assigned campus or location and the campus(es) or location(s) where additional duties are assigned.

- It shall not be a condition of employment for an employee to supply a motor vehicle. An employee may refuse to use their personal motor vehicle for OC business.
- (2) From the signing of this Agreement, the preceding travel rates will be adjusted to reflect any higher rates awarded to any of OC's other certified bargaining units or the Administrators' Association.

On behalf of the Okanagan College	On behalf of the BCGEU
Pawe	
Spokesperson	Spokesperson
Ame fem. Chairperson/Co-Chairperson	au
Chairperson/Co-Chairperson	Chairperson/Co-Chairperson

Dated: 1/07

ARTICLE 42 - TRAVEL ALLOWANCE AND EMPLOYEE PARKING

parking stickers for this purpose.

42.02

During working hours, OC shall provide, free of charge, designated parking areas that will accommodate one-motor vehicle for each employee covered by this Agreement. space

designated for the motor vehicles of employees. Employees shall be provided with

	•
and the second of the second o	
	The second secon
On behalf of the Okanagan College	On behalf of the BCGEU
Off period of the Chanagan Concess	
	(A)
11000	
8pokesperson	
&pokesperson	Spokesperson
	Λ
,	// /
	· / ! */
Ara L.	
worke of china	
Chairperson/Co-Chairperson	Chairperson/Co-Chairperson
ı (
20 - 1 -	
Dated: Man 7/67	
Datou. / - C//O/	
	•

ARTICLE 43 - SAFETY AND HEALTH

Dated: <u>Non 7/07</u>

43.12 First Aid

Workers' Compensation Board first aid requirements shall be fully complied with. Those employees who are required by OC to hold a valid first aid attendant's certificate shall be granted additional compensation as follows:

Occupational First Aid Certificate Level I \$25 bi-weekly

Occupational First Aid Certificate Level II and Level III \$45.00 bi-weekly

This stipend will be adjusted to reflect any higher rate awarded to any of OC's other certified bargaining units or Administrators Association

On behalf of the Okanagan College

Spokesperson

Spokesperson

Chairperson/Co-Chairperson

Chairperson/Co-Chairperson

ARTICLE 46 - RESIGNATION

- 46.01 (1) An employee on regular appointment may resign by giving at least two months' notice in writing to the OC President or designate and designated supervisor, unless an earlier date is mutually acceptable.
 - (2) For employees on non-regular appointments, the resignation will take effect at the end of their appointment period, unless an earlier date is mutually acceptable.

On behalf of the Okanagan College

Spokesperson

Chairperson/Co-Chairperson

On behalf of the BCGEU

Spokesperson

Chairperson/Co-Chairperson

Dated:

ARTICLE 47 - DISCIPLINE, SUSPENSION, AND DISMISSAL

47.04 <u>Censures</u>

Whenever OC or its agent deems it necessary to censure an employee in a manner indicating that dismissal may follow any repetition of the act complained of or omission-referred to or may follow if such employee fails to bring their work up to a required standard by a given date, OC shall, within 10 working days after the censure, given written particulars of such censure to the employee and the Union. After a period of 24 months and upon a request in writing by the censured employee, written censures, adverse reports, and letters of reprimand shall be removed from personnel records and destroyed, provided there have been no further infractions.

47.04 <u>Dismissal/Suspension Procedure</u>

- (1) An employee may be dismissed <u>or suspended</u> for just cause. Notice of dismissal <u>or suspension</u> setting forth the reasons for the <u>dismissal such</u> <u>action</u> shall be given in writing to such employee and a copy of the notice shall be forwarded coincidentally to the President of the Union, or designate.
- (2) In the case of suspension of an employee, the Union and the employee shall be advised promptly in writing by OC-stating the reasons for such suspension.
- (3) An employee considered by the Union to be wrongfully or unjustly discharged dismissed or suspended shall be entitled to a hearing file a grievance under Article 52.

47.05 Right to Steward Representation

Non 7/07

(1) An employee shall have the right to have his/her Steward present at any discussion with supervisory personnel which the employee reasonably believes might be the basis of disciplinary action. Where a supervisor intends to interview an employee for disciplinary purposes, the supervisor shall make every effort to notify the employee in advance of the purpose of the interview in order that the employee may contact his/her Steward, providing that this does not result in an undue delay of the appropriate action being taken. This clause shall not apply to those discussions that are of an operational nature and do not involve disciplinary action.

"In advance" means sufficient time taking into consideration operational needs and geographical considerations.

On behalf of the Okanagan College	On behalf of the BCGEU
Rawsce	
Spokesperson	Spokesperson
ann tone	62-
Chairperson/Co-Chairperson	Chairperson/Co-Chairperson

(2) A Steward shall have the right to consult with a staff representative of the Union and to have a local Union representative present at any discussion with supervisory personnel which the Steward reasonably believes might be the basis of disciplinary action against the Steward, providing this does not result in an undue delay of the appropriate action being taken.

47.06 Right to Grieve Other Disciplinary Action (REFERENCE COMMON AGREEMENT ARTICLE 3.3)

- (1) Other disciplinary action grievable by the employee shall include written censures, letters of reprimand, and adverse reports or <u>adverse</u> performance evaluations.
- (2) An employee shall be given a copy of such document placed on the employee's file which might be the basis of disciplinary action. Should an employee dispute any such entry in their file, they shall be entitled to recourse through the grievance procedure as detailed under Article 52 and the eventual resolution thereof hall become part of their personnel record.
- (3) After a period of 24 months from the date of any such document, and upon request in writing, any such document, other than performance evaluations, shall be removed from the employee's file and destroyed provided that there has been no further infraction.
- (4) OC agrees not to introduce as evidence in any hearing any document from the file of an employee, the existence of which the employee was not aware of at the time of filing.

47.07 Correspondence

Pan 7/07

Both parties agree that, in the case of correspondence relevant to Article 47 "Discipline, Suspension, and Dismissal," copies of such correspondence between OC, an employee(s) and the Union shall be released coincidentally to the President of the Union and/or designate.

On behalf of the Okanagan College	On behalf of the BCGEU
Manto	A)
8pokesperson	Spokesperson
Ann Ann Chairperson/Co-Chairperson	a.2-
Chairperson/Co-Chairperson	Chairperson/Co-Chairperson

ARTICLE 48 - REDUCTION AND RECALL (REFERENCE COMMON AGREEMENT ARTICLES 6.2, 6.3, 6.4, 6.5)

48.01 Reduction

- (1) After OC has identified the specific areas of reduction and has given written notice to the Union, a Joint Committee consisting of two representatives named by OC and two representatives named by the BCGEU Vocational Instructors, shall meet within five working days of notice being given to make specific recommendations to the OC President within 10 working days of meeting regarding the reduction to review alternatives to the reduction on the basis of the following priorities. If the Joint Committee fails to make its recommendations with the time limits specified, OC may proceed to implements its reduction-plans.
 - (i) transferring employees from the specific program to another program in which the employee is qualified to teach or assigning employees to perform other duties within the same centre, where feasible;
 - (ii) transferring employees from one OC centre to a different OC centre, where feasible;
 - (iii) terminating employees on non-regular appointments with a part-time workload in the specific program;
 - (iv) terminating employees on non-regular appointments with a full-time workload in the specific program;
 - (v) terminating employees on regular appointments in the specific program on a seniority basis;
 - (vi) in the event of a tie in any classification, termination shall be on the basis of seniority in total continuous service to the institution in the specific program.

If the Joint Committee fails to reach agreement on an alternative approach within 10 working days of meeting, OC may proceed to implement its reduction plans.

- (2) OC shall give notice of reduction to employees on regular appointments on the basis of one month's notice for each year of service to a maximum of three months' notice for three years or more of service. For the purpose of notice of reduction, all regular part-time employees are considered to be employed by OC on a continuous basis.
- (3) The records of persons whose employment was terminated owing to necessary reductions and all references supplied to others with respect to the employee involved shall clearly point out the nature of termination and every effort shall be made to avoid any stigma of dismissal being attached thereto.

On behalf of the Okanagan College

On behalf of the BCGEU

Autorian

Spokesperson

Spokesperson

Chairperson/Co-Chairperson

Chairperson/Co-Chairperson

Dated: 1516 8, 2007

ARTICLE 52 - GRIEVANCE PROCEDURE (REFERENCE COMMON AGREEMENT ARTICLES 3.2.5,3.2.6)

52.02 Step 1

In the first step of the grievance procedure, every effort shall be made to settle the dispute in discussion with the appropriate Dean, Director or Manager and the senior manager in Human Resources a Human Resource Advisor. The aggrieved employee shall have the right to have a Steward present in such a discussion. If the dispute is not resolved orally, the aggrieved employee may submit a written grievance to Step 2 of the grievance procedure, subject to the time limits in clause 52.03 (1).

52.03 Step 2

- (1) An employee who wishes to present a grievance at Step 2 of the grievance procedure must do so not later than 30 working days after the date:
 - (i) on which the employee was notified orally or in writing of the action or circumstances giving rise to the grievance;
 - (ii) on which the employee first became aware of the action or circumstances giving rise to the grievance.
- (2) An employee may present a grievance at this level, through the Steward, by:
 - recording the grievance on the appropriate grievance form, setting out the nature of the grievance and the circumstances from which it arose;
 - (ii) stating the Article(s) of the Agreement infringed upon or alleged to have been violated and the remedy or correction requested; and
 - (iii) the Steward presenting the grievance to the senior manager in Human Resources/Labour Relations (or designate). Manager, Labour Relations, or designate.
- (3) Within 14 working days of receiving the grievance at Step 2, the senior manager in Human Resources/Labour Relations (or designate) Manager, Labour Relations, or designate, and the Union Area Staff Representative shall meet to examine the facts, the nature of the grievance, and attempt to resolve the dispute. This meeting may be waived by mutual agreement.

On behalf of the Okanagan College

On behalf of the BCGEU

Spokesperson

Spokesperson

Chairperson/Co-Chairperson

Dated: 1018/07

APPENDIX A - TRAINING PROGRAMS

The programs referred to throughout this Agreement are designated as follows:

Adult Sasic Education Adult Special Education Applied Business Technology Certified Dental Assistant Early Childhood Education English as a Second Language Home Support/Resident Care Attendant Human Service Worker Legal Administrative Assistant Convevancing Leqal Administrative Assistant Litigation Medical Secretary Program Medical/Dental Receptionist Occupational Fraction Larves 2 and 3 Office Assistant Certificate Practical Nursing Therapist Assistant Travel Counsellor Apprenticeship Programs Automotive Prap Technician - Level B - Carpentry - Level A - Cooking - Electrical - Heavy Duty Equipment Mechanic - Joiner - Recreation Vehicle Service Technician - Sheet Metal Worker - Recreation Vehicle Service Technician - Sheet Metal Worker - Steel Fabricator	Accounting/Payroll Assistant	Entry Level Training
Adult Special Education Applied Business Technology Certified Dental Assistant Early Childhood Education English as a Second Language Home Support/Resident Care Attendant Legal Access Certificate Legal Administrative Assistant Corporate and Conveyancing Certefied Service State Certificate Legal Administrative Assistant Litigation Medical Secretary Program Medical/Portal Receptionist Occupational First Aid – Levels 2 and 3 Office Assistant Certificate Practical Nursing Therapist Assistant Residential Construction Apprenticeship Programs Apprenticeship Programs Apprenticeship Programs Apprenticeship Programs Apprenticeship Programs - Automotive Collision Repair - Automotive Painting and Refinishing - Carpentry - Cooking - Carpentry - Automotive Advisor - Automotive Apprent Mechanic - Automotive Painting and Refinishing - Carpentry - Cooking - Welder/Fitter - Recreation Vehicle Service Technician - Sheet Metal Worker - Recreation Vehicle Service Technician - Recreation Vehicle Service Technician - Level A - Cooking - Recreation Vehicle Service Technician - Sheet Metal Worker		Lindy Lovoi training
Applied Business Technology Certified Dental Assistant Early Childhood Education English as a Second Language Home Support/Resident Care Attendant Legal Access Certificate Legal Administrative Assistant Corporate and Conveyancing Legal Administrative Assistant Litigation Medical Secretary Program Medical/Dental Receptionist Occupational First Aid — Levels 2 and 3 Office Assistant Certificate Practical Nursing Travel Counsellor Apprenticeship Programs - Automotive Service Technician - Automotive Prep Technician - Vehicle Detailer - Automotive Service Technician - Level B - Carpentry - Level A - Cooking - Plumber - Recreation Vehicle Service Technician - Sheet Metal Worker - Recreation Vehicle Service Technician - Sheet Metal Worker - Recreation Vehicle Service Technician - Sheet Metal Pre- Plumber - Recreation Vehicle Service Technician - Sheet Metal Pre- Plumber - Recreation Vehicle Service Technician - Sheet Metal Pre- Plumber - Recreation Vehicle Service Technician - Sheet Metal Worker		- Aircraft Maintenance Engineer
Certified Dental Assistant Early Childhood Education English as a Second Language Home Support/Resident Care Attendant Human Service Worker Legal Access Certificate Legal Administrative Assistant Corporate and Convevancing Legal Administrative Assistant Litigation Medical/Dental Receptionist Occupational First Aid – Levels 2 and 3 Office Assistant Certificate Practical Nursing Therapist Assistant Therapist Assistant Apprenticeship Programs - Trades and Technology Teacher Education (Trades component) - Automotive Painting and Refinishing - Automotive Prep Technician - Carpentry - Capentry - Capentry - Level C - Automotive Service Technician - Automotive Service Technician - Sheet Metal - Recreation Vehicle Service - Automotive Prep Technician - Level C - Joiner - Recreation Vehicle Service Technician - Level A - Cooking - Recreation Vehicle Service Technician - Level A - Capentry - Level A - Capentry - Recreation Vehicle Service Technician - Sheet Metal Worker		
Early Childhood Education English as a Second Language Home Support/Resident Care Attendant Human Service Worker Legal Access Certificate Legal Administrative Assistant Corporate and Conveyancing Legal Administrative Assistant Litigation Medical Secretary Program Medical/Dental Receptionist Occupational First Aid – Levels 2 and 3 Office Assistant Certificate Practical Nursing Therapist Assistant Travel Counsellor Apprenticeship Programs Apprenticeship Programs Automotive Peinting and Refinishing Automotive Service Technician - Level B - Carpentry - Carpentry - Level B - Carpentry - Plumber - Recreation Vehicle Service Technician - Sheet Metal Worker - Recreation Vehicle Service Technician - Sheet Metal Worker - Recreation Vehicle Service Technician - Sheet Metal Worker - Recreation Vehicle Service Technician - Sheet Metal Worker - Recreation Vehicle Service Technician - Sheet Metal Worker - Recreation Vehicle Service Technician - Sheet Metal Worker		
English as a Second Language Home Support/Resident Care Attendant Human Service Worker Legal Access Certificate Legal Administrative Assistant Corporate and Conveyancing Legal Administrative Assistant Litigation Legal Administrative Assistant Litigation Medical Secretary Program Medical/Dental Receptionist Occupational First Aid – Levels 2 and 3 Office Assistant Certificate Practical Nursing Therapist Assistant Apprenticeship Programs Apprenticeship Programs Apprenticeship Programs Apprenticeship Programs - Automotive Prep Technician - Automotive Prep Technician - Carpentry - Cooking - Horticulture pre-apprenticeship - Dintery - Outdoor Power Equipment Technician - Dintery - Outdoor Power Equipment Technician - Plumbing - Pre-apprenticeship - Recreation Vehicle Technician - Residential Construction - Residential Construction - Sheet Metal – pre-apprenticeship - Steel Fabrication - Trades and Technology Teacher Education (Trades component) - Vehicle Detailer - Automotive Prep Technician - Level C - Automotive Prep Technician - Level B - Carpentry - Level B - Carpentry - Level B - Level B - Level C - Heavy Duty Equipment Mechanic - Joiner - Recreation Vehicle Service Technician - Sheet Metal Worker		
Home Support/Resident Care Attendant Human Service Worker Legal Access Certificate Legal Administrative Assistant Corporate and Conveyancing Legal Administrative Assistant Litigation Medical Secretary Program Medical/Dental Receptionist Occupational First Aid – Levels 2 and 3 Office Assistant Certificate Practical Nursing Therapist Assistant Reprenticeship Programs Apprenticeship Programs Apprenticeship Programs Apprenticeship Programs Apprenticeship Programs Apprenticeship Programs Apprenticeship Programs Automotive Collision Repair Automotive Service Technician - Automotive Service Technician - Carpentry - Carpentry - Recreation Vehicle Service Technician - Sheet Metal Worker	······································	
Human Service Worker Legal Access Certificate Legal Administrative Assistant Corporate and Conveyancing Legal Administrative Assistant Litigation Medical Secretary Program Medical/Dental Receptionist Occupational First Aid – Levels 2 and 3 Office Assistant Certificate Practical Nursing Travel Counsellor Apprenticeship Programs Automotive Collision Repair Automotive Pen Technician - Automotive Service Technician - Carpentry - Cooking - Heavy Duty/Commercial Transport Mechanics Heavy Duty/Commercial Transport Mechanics Heavy Duty/Commercial Transport Mechanics - Cultion pre-apprenticeship - Heavy Duty/Commercial Transport Mechanics - Cultion pre-apprenticeship - Heavy Duty/Commercial Transport Mechanics - Cultion pre-apprenticeship - Level B - Level C - Automotive Pen Technician - Level B - Level B - Level B - Level A - Cooking - Heavy Duty Equipment Mechanic - Joiner - Plumber - Recreation Vehicle Service Technician - Sheet Metal Worker		
Legal Administrative Assistant Corporate and Conveyancing - Gateway to Trades Legal Administrative Assistant Litigation - Heavy Duty/Commercial Transport Mechanics Medical Secretary Program - Horticulture pre-apprenticeship Medical/Dental Receptionist - Joinery Occupational First Aid - Levels 2 and 3 - Outdoor Power Equipment Technician Office Assistant Certificate - Plumbing - pre-apprenticeship Practical Nursing - Recreation Vehicle Technician Therapist Assistant - Residential Construction Travel Counsellor - Sheet Metal - pre-apprenticeship - Steel Fabrication Apprenticeship Programs - Trades and Technology Teacher Education (Trades component) - Automotive Collision Repair - Vehicle Detailer - Automotive Prep Technician - Level C - Automotive Prep Technician - Level B - Carpentry - Level A - Cooking - Welder/Fitter - Heavy Duty Equipment Mechanic - Joiner - Plumber - Recreation Vehicle Service Technician - Sheet Metal Worker		
Legal Administrative Assistant Corporate and Conveyancing - Gateway to Trades Legal Administrative Assistant Litigation - Heavy Duty/Commercial Transport Mechanics Medical Secretary Program - Horticulture pre-apprenticeship Medical/Dental Receptionist - Joinery Occupational First Aid – Levels 2 and 3 - Outdoor Power Equipment Technician Office Assistant Certificate - Plumbing – pre-apprenticeship Practical Nursing - Recreation Vehicle Technician Therapist Assistant - Residential Construction Travel Counsellor - Sheet Metal – pre-apprenticeship - Steel Fabrication Apprenticeship Programs - Trades and Technology Teacher Education (Trades component) - Automotive Collision Repair - Vehicle Detailer - Automotive Prep Technician - Level C - Automotive Service Technician - Level B - Carpentry - Level A - Cooking - Welder/Fitter - Electrical - Heavy Duty Equipment Mechanic - Joiner - Recreation Vehicle Service Technician - Sheet Metal Worker	Legal Access Certificate	
Conveyancing		- Electrician pre-apprenticeship
Medical Secretary Program		
Medical/Dental Receptionist		- Heavy Duty/Commercial Transport Mechanics
Medical/Dental Receptionist	Medical Secretary Program	- Horticulture pre-apprenticeship
Office Assistant Certificate Practical Nursing - Recreation Vehicle Technician Therapist Assistant - Residential Construction Travel Counsellor - Sheet Metal – pre-apprenticeship - Steel Fabrication - Sheet Metal – pre-apprenticeship - Steel Fabrication - Apprenticeship Programs - Trades and Technology Teacher Education (Trades component) - Automotive Collision Repair - Automotive Painting and Refinishing - Automotive Prep Technician - Level C - Automotive Service Technician - Level B - Carpentry - Cooking - Welder/Fitter - Electrical - Heavy Duty Equipment Mechanic - Joiner - Plumber - Recreation Vehicle Service Technician - Sheet Metal Worker		- Joinery
Practical Nursing Therapist Assistant Travel Counsellor - Sheet Metal — pre-apprenticeship - Steel Fabrication - Trades and Technology Teacher Education (Trades component) - Automotive Collision Repair - Automotive Painting and Refinishing - Automotive Prep Technician - Automotive Service Technician - Carpentry - Cooking - Electrical - Heavy Duty Equipment Mechanic - Joiner - Plumber - Recreation Vehicle Service Technician - Recreation Vehicle Service Technician - Recreation Vehicle Service Technician - Sheet Metal Worker	Occupational First Aid – Levels 2 and 3	- Outdoor Power Equipment Technician
Therapist Assistant Travel Counsellor - Sheet Metal – pre-apprenticeship - Steel Fabrication Apprenticeship Programs - Trades and Technology Teacher Education (Trades component) - Automotive Collision Repair - Automotive Painting and Refinishing - Automotive Prep Technician - Level C - Automotive Service Technician - Level B - Carpentry - Cooking - Cooking - Welder/Fitter - Electrical - Heavy Duty Equipment Mechanic - Joiner - Plumber - Recreation Vehicle Service Technician - Sheet Metal Worker	Office Assistant Certificate	
Travel Counsellor - Sheet Metal – pre-apprenticeship - Steel Fabrication - Apprenticeship Programs - Trades and Technology Teacher Education (Trades component) - Automotive Collision Repair - Automotive Painting and Refinishing - Automotive Prep Technician - Level C - Automotive Service Technician - Level B - Carpentry - Level A - Cooking - Heavy Duty Equipment Mechanic - Joiner - Plumber - Recreation Vehicle Service Technician - Sheet Metal Worker	Practical Nursing	
- Steel Fabrication Apprenticeship Programs - Trades and Technology Teacher Education (Trades component) - Automotive Collision Repair - Vehicle Detailer - Automotive Painting and Refinishing - Welding - Automotive Prep Technician - Level C - Automotive Service Technician - Level B - Carpentry - Level A - Cooking - Welder/Fitter - Electrical - Heavy Duty Equipment Mechanic - Joiner - Plumber - Recreation Vehicle Service Technician - Sheet Metal Worker	Therapist Assistant	
Apprenticeship Programs - Trades and Technology Teacher Education (Trades component) - Automotive Collision Repair - Automotive Painting and Refinishing - Automotive Prep Technician - Automotive Service Technician - Carpentry - Cooking - Cooking - Heavy Duty Equipment Mechanic - Joiner - Plumber - Recreation Vehicle Service Technician - Sheet Metal Worker	Travel Counsellor	- Sheet Metal - pre-apprenticeship
component) - Automotive Collision Repair - Automotive Painting and Refinishing - Automotive Prep Technician - Automotive Service Technician - Level C - Automotive Service Technician - Level B - Carpentry - Level A - Cooking - Welder/Fitter - Electrical - Heavy Duty Equipment Mechanic - Joiner - Plumber - Recreation Vehicle Service Technician - Sheet Metal Worker		
- Automotive Collision Repair - Vehicle Detailer - Automotive Painting and Refinishing - Welding - Automotive Prep Technician - Level C - Automotive Service Technician - Level B - Carpentry - Level A - Cooking - Welder/Fitter - Electrical - Heavy Duty Equipment Mechanic - Joiner - Plumber - Recreation Vehicle Service Technician - Sheet Metal Worker	Apprenticeship Programs	
- Automotive Painting and Refinishing - Welding - Automotive Prep Technician - Level C - Automotive Service Technician - Level B - Carpentry - Level A - Cooking - Welder/Fitter - Electrical - Heavy Duty Equipment Mechanic - Joiner - Plumber - Recreation Vehicle Service Technician - Sheet Metal Worker		
- Automotive Prep Technician - Level C - Automotive Service Technician - Level B - Carpentry - Level A - Cooking - Welder/Fitter - Electrical - Heavy Duty Equipment Mechanic - Joiner - Plumber - Recreation Vehicle Service Technician - Sheet Metal Worker		
- Automotive Service Technician -Level B - Carpentry - Level A - Cooking - Welder/Fitter - Electrical - Heavy Duty Equipment Mechanic - Joiner - Plumber - Recreation Vehicle Service Technician - Sheet Metal Worker		
- Carpentry - Level A - Cooking - Welder/Fitter - Electrical - Heavy Duty Equipment Mechanic - Joiner - Plumber - Recreation Vehicle Service Technician - Sheet Metal Worker		
- Cooking - Welder/Fitter - Electrical - Heavy Duty Equipment Mechanic - Joiner - Plumber - Recreation Vehicle Service Technician - Sheet Metal Worker		
- Electrical - Heavy Duty Equipment Mechanic - Joiner - Plumber - Recreation Vehicle Service Technician - Sheet Metal Worker		
- Heavy Duty Equipment Mechanic - Joiner - Plumber - Recreation Vehicle Service Technician - Sheet Metal Worker		- Welder/Fitter
- Joiner - Plumber - Recreation Vehicle Service Technician - Sheet Metal Worker		
- Plumber - Recreation Vehicle Service Technician - Sheet Metal Worker		
- Recreation Vehicle Service Technician - Sheet Metal Worker		
- Sheet Metal Worker		
- * Steel Fabricator.		
[세일의 문화통화문화 중앙 문화문 사고 사고 문화문 사람들은 학자들은 사고 있다. 그리고 나는 사람들의 사람들은 사고 하다 하는 사람들이 없다.	- Steel Fabricator	

In the event the name of a program listed in this Appendix is changed in the OC calendar, then this Appendix will be automatically amended to reflect the new program name.

The College will continue to provide the Union with information regarding plans for the offering of new vocational programs that are defined by 3.01 (2), as these are developed. The parties agree that each year, at the October and April meetings of the Joint Union-Management Committee (JUMC), the list of programs above will be reviewed and, where necessary, revised.

On behalf of the Okanagan College

Spokesperson

Chairperson/Co-Chairperson

On behalf of the BCGEU

Spokesperson

Chairperson/Co-Chairperson

Dated: Fub 8 2007



ADULT ACADEMIC AND CAREER PREPARATION (A.A.C.P.) CO-ORDINATOR

The responsibilities of the A.A.C.P. Coordinator, under the direction of the A.A.C.P. Department Chair, shall include any or all of the following:

Under the direction of the A.A.C.P. Department Chair:

- Assumes a facilitation role to ensure the smooth operation of the A.B.E. program in the Centre.
- Ensures that placement procedures are conducted, results are evaluated and communicated to students, agencies, or the admissions office, as appropriate.
- Provides information needed for planning, staff workloads, and assignments to (3)the Department Chair.
- Ensures that agencies, the public and students are aware of the test dates. (4)
- Maintains a liaison with appropriate agencies in the respective communities. (5)
- Disseminates information to the Centre A.A.C.P. staff and feeds opinions and information back to the A.A.C.P. Department Chair.
- Forwards requests to the A.A.C.P. Department Chair for advertising and provides the appropriate information needed to complete the task.
- 2. The A.A.C.P. Coordinator shall be appointed for a period of two years, with an option to renew for a further two years, subject to satisfactory performance. Appointments shall begin July 1st in any given year.
- 3. The position of A.A.C.P. Coordinator shall be posted internally only; there shall be a competition for the position; only employees on regular appointments in the A.A.C.P. Department shall be eligible to apply for the position of A.A.C.P. Coordinator; and the successful candidate shall be chosen by a Selection Committee, except in the case of only one application being received and appointed by the designated supervisor.
- 4. The Selection Committee shall be composed as follows:
 - Dean of the Faculty; Program Dean;
 - Up to one other administrator named by OUC OC; and
 - Two members of the A.A.C.P Department.
- An A.A.C.P. Coordinator going on leave of absence for more than four months shall yield 5. his/her post as A.A.C.P. Coordinator. In such event, a new A.A.C.P. Coordinator shall be appointed in accordance with Clause 3.

On behalf of the Okanagan College

Chairperson/Co-Chairperson

On behalf of the BCGEU

Spokesperson

Chairperson/Co-Chairperson

Dated: Feb 8,2007

Signed on behalf of the Employer: Signed on behalf of the Union:

Dr. Nick Rubidge	George Heyman
Chair, PSEA	President

Norman Embree

Randy Dewar

Chair, Board of Governors

Chairperson, Vocational Instructors Bargaining Unit

Other Articles in the Collective Agreement to be renumbered accordingly.

On behalf of the Okanagan College

Spokesperson

Chairperson/Co-Chairperson

On behalf of the BCGEU

Spokesperson

Chairperson/Co-Chairperson

Dated: 1-6 8, 2007

LETTER OF UNDERSTANDING #2 WORKLOAD

OC undertakes to implement the "Workload Policy and Procedures" as outlined by OC dated November 4, 1994. Any changes in the policy shall be subject to agreement between OC and the BCGEU.

Signed on behalf of the Union	
George Heyman President	
Randy Dewar Chairperson, Vocational Instructors Bargaining-Unit	

On behalf of the Okanagan College

Spokesperson

Chairperson/Co-Chairperson

irperson

Dated: [18 21/0]

On behalf of the BCGEU

Spokesperson

Chairperson/Co-Chairperson

LETTER OF UNDERSTANDING #XXX

SAFETY FOOTWEAR REPLACEMENT

For the purpose of implementing ARTICLE 16 - HEALTH AND SAFETY EQUIPMENT of the Common Agreement, the parties agree as follows:

- 1. Full reimbursement of safety footwear shall only occur once every two years with no dollar limit attached.
- 2. Where such footwear fails prematurely due to conditions of employment, the Employer may replace the footwear at its discretion before the expiry of the two year period. In this event, future replacement of footwear will begin from the new replacement date.

On behalf of the Okanagan College

Spokesperson

Chairperson/Co-Chairperson

Dated: Feb 2/07

On behalf of the BCGEU

Spokesperson

Chairperson/Co-Chairperson

LETTER OF UNDERSTANDING #XXX

REVISED SCHEDULE IN CONSTRUCTION TRADES

This Letter of Understanding establishes guidelines to cover the implementation of a pilot project on a revised work week and workday (the "revised schedule") for the Apprentices and Entry Level Trades (ELT) students in the Construction Trades Department.

- 1. The duration of the pilot project will be approximately one year starting from the date of implementing the revised schedule which is based on a 7.5 hour workday and 4 day work week. The implementation date is October 16, 2006.
- No other departments within the Faculty of Trades and Apprenticeship will alter their current schedules or engage in discussions to alter their current schedules until the expiry date of the project.
- 3. An evaluation of the project will occur within 30 days of its expiry. This evaluation will include input, in a format agreed by the parties, from the following groups: Administration, Instructional, Support Staff and Students.
- 4. Either party reserves the right to cancel the pilot project by providing two weeks notice of cancellation to the involved parties in writing.
- 5. This Letter of Understanding is without prejudice or precedent. It expires on October 19, 2007.

On behalf of the Okanagan College

Spokeenerson

Chairperson/Co-Chairperson

behalf of the BCGEU

Spokesperson

Chairperson/Co-Chairperson

Dated: 1622/07

LETTER OF UNDERSTANDING #3

DEAN, VICE PRESIDENT OR PRESIDENT APPLICATION FOR ATTACHED APPOINTMENT AS INSTRUCTOR

XX.01 A full-time, regular position as an instructor in a specified program shall be available to a Dean, Vice President or President under the provisions of this Letter of Understanding.

XX.02 Incumbent Deans, Vice Presidents or President

- (1) An incumbent Dean, Vice President or President shall have the opportunity to apply for an attached appointment as an Instructor, subject to the process outlined below, until February 28, 2008. The right to apply terminates upon that date.
- (2) Notwithstanding 4.0 below, an incumbent Dean, Vice President or President who exercises this right to apply shall be placed on the seniority list as of the date of the review committee recommendation in (2) (ii) below.

XX.03 Selection Review Process for Attached Appointment

Pen 7/07

- (1) An applicant for an attached appointment includes incumbent administrators as outlined in XX.02 and designated candidates for the position of Dean, Vice President, or President.
- (2) <u>Applicants</u> shall be interviewed for an instructor appointment and his or her suitabilities shall be assessed by a selection department <u>review</u> committee established in accordance with clause 11.03.
 - (i) The <u>selection review</u> committee shall base their recommendation on the criteria determined under clause 11.02 provided:
 - (a) the educational plan includes work for which the candidate is qualified;
 - (b) the educational plan is for the appropriate Department will not require modification solely to accommodate the candidate being hired in the instructor appointment;
 - (c) the candidate meets the qualifications for an instructor appointment in the program area.
 - (ii) Selection Review committees shall submit their recommendations of the suitability of the applicant for an attached appointment of instructor to the President in the case of a Dean or Vice President, or to the OC Board in the case of a President.

On behalf of the Okanagan College	On behalf of the BCGEU
PRANCE	
Spokesperson	Spokesperson
Chairperson/Co-Chairperson	Chairperson/Co-Chairperson

- (iii) If the selection review committee deems the candidate(s) to be unsuitable for an instructor appointment, or if the educational plan for the appropriate Department will require modification solely to accommodate the appointment of the Dean, Vice President or President, the committee shall forward the reason to the administrative selection committee or Vice President or the OC Board as relevant within 3 days of the conclusion of the review.
- (3) The failure of a member or members of the instructional selection review committee to attend meetings of the instructional committee shall not invalidate the recommendations of the committee.

3.0 Date of Appointment as Instructor

- (1) A Dean, <u>Vice President</u>, or President with an attached appointment who wishes to assume the position of instructor shall advise OC and the Union, in writing, no later than July 1st of the calendar year preceding the calendar year in which the change will take place.
- (2) A Dean, <u>Vice President</u>, or President who wishes to assume the position of instructor at the end of the College year shall have five years service with OC as a Dean or President prior to assuming the instructor position.
- (3) The effective date of the change will be July 1st of any given year.

4.0 Seniority

A Dean, Vice President or President who assumes the position of Instructor shall be placed on the seniority list as of the initial date of appointment as Instructor.

5.0 Probation

A Dean, <u>Vice President</u>, or President who assumes a position of instructor shall subsequently fulfil the normal probationary requirements for the instructor appointment. A Dean, <u>Vice President</u>, or President who was an instructor at Okanagan College before becoming a Dean, <u>Vice President</u>, or President shall not have to repeat a probationary period for the instructor appointment, provided a probationary period as instructor was completed previously.

6.0 Reduction

Dated: Jun 7/07

OC will not reduce regular instructional positions in the incumbent's area in the year a Dean, Vice President, or President assumes a position of instructor.

On behalf of the Okanagan College	On behalf of the BCGEU
A 300	115
Spokesperson	Spokesperson
	27
Chairperson/Co-Chairperson	Chairperson/Co-Chairperson

LETTER OF UNDERSTANDING XXXX

SALARY STIPENDS

The following stipend shall apply to each step of the salary scale in accordance with the Letter of Understanding on Salary Stipends in the April 1, 2007 to March 31, 2010 Common Agreement.

The stipend is deemed to be salary for pension and all other purposes.

Step	20	07/08	2	008/09	2	009/10
1	\$	1575	\$	1620	\$	1665
2	\$	1496	\$	1527	\$	1559
3	\$	1394	64	1423	\$	1452
4	\$	1336	\$	1365	\$	1393
5	\$	1287	\$	1315	\$	1342
6	\$	1238	\$	1264	\$	1291
7	\$	1189	\$	1214	\$	1240
8	\$	1140	\$	1164	\$	1189
9	\$	1091	\$	1114	.\$	1138
.10	\$	1042	\$	1064	\$	1087
11	\$	993	\$	1014	\$	1036

On behalf of the Okanagan College	On behalf of the BCGEU
law o	
Spokesperson	Spokesperson
Morn Kins Chairperson/Co-Chairperson	an
Chairperson/Co-Chairperson	Chairperson/Co-Chairperson

Dated: 1217/07

April 01, 2007 Vocational Provincial Salary Scale with 2% Stipends

			0007/00		0007/00
	2007/08		2007/08		2007/08
Step	Annual		Bi-weekly		Hourly
	78,729			•	
1	1,575			_	
	80,304		3,088.61		51.48
	74,795				
2	<u>1,496</u>	_		_	
	76,291		2,934.26		48.90
	69,671				
3	1,394	_		_	
	71,065		2,733.26		45.55
	66,819				
4	<u>1,336</u>	_	İ	_	
	68,155		2,621.36		43.69
	64,372				
5	<u>1,287</u>	_		-	
	65,659		2,525.36		42.09
	61,925				
6	1,238	_	•	_	
	63,163		2,429.36		40.49
	59,477				
7	<u>1,189</u>	_		_	
	60,666		2,333.33	<u> </u>	38.89
	57,030				
8	1,140	_		-	•
	58,170	<u> </u>	2,237.33	<u> </u>	37.29
	54,583				
9	1,091	_		-	
	55,674		2,141.32	<u> </u>	35.69
	52,135				
10	1,042	_		_	
	53,177		2,045.29		34.09
	49,688				
11	<u>993</u>	_		_	
	50,681	<u></u>	1,949.29		32.49

On behalf of the Okanagan College

Rant	20	_
Spokesperson		

Chairperson/Co-Chairperson

Spokesperson

Chairperson/Co-Chairperson

On behalf of the BCGEU

Dated: 167

April 01, 2008 Vocational Provincial Salary Scale with 2% Stipends

·······················	2008/09		2008/09		2008/09
Step	Annual		Bi-weekly		Hourly
Sieh	Ailidai		Di Wookiy		.,,,,,
	80,972				
1]	<u>1,620</u>	_		_	
	82,592		3,176.61		52.94
	76,366				
2	1,527	_		_	
	77,893		2,995.89		49.93
	71,134				
3	<u>1,423</u>	_		_	
	72,557		2,790.65		46.51
	68,223			•	•
4	<u>1,365</u>	_		_	
	69,588		2,676.44		44.61
	65,724				
5	<u>1,315</u>			_	
	67,039		2,578.40		42.97
	63,225		-		
6	<u>1,264</u>	_		_	
	64,489		2,480.36	<u> </u>	41.34
	60,726				
7	<u>1,214</u>	_		-	
	61,940		2,382.32		39.71
	58,228				
8	<u>1,164</u>	_		-	
	59,392	<u> </u>	2,284.32	<u> </u>	38.07
-	55,729				
9	<u>1,114</u>	-	$(x,y) \in \mathcal{C}_{p_{1}}(\mathbb{R}^{n})$	-	
	56,843		2,186.28	_	36.44
	53,230			1	• •
10	1,064			-	- حاد م
	54,294	<u> </u>	2,088.24	1	34.80
	50,731				
11	1,014	-		-	
	51,745		1,990.20	1	33.17

On behalf of the Okanagan College

Rant	70
Spokesperson	

Chairperson/Co-Chairperson

Chairperson/Co-Chairperson

On behalf of the BCGEU

Spokesperson

Dated: 107

April 01, 2009 Vocational Provincial Salary Scale with 2% Stipends

	2009/10		2009/10		2009/10
Step	Annual		Bi-weekly		Hourly
Otop	7 () 1 ()		2		
	83,231				
1	1,6 <u>65</u>		ļ	_	
	84,896	_	3,265.23		54.42
	77,970				
2	<u>1,559</u>	_		_	ļ
	79,529		3,058.82		50.98
	72,628				
3	<u>1,452</u>	_		_	
	74,080		2,849.23		47.49
	69,655				
4	<u>1,393</u>	_		_	
	71,048		2,732.62		45.54
	67,104				ļ
5	<u>1,342</u>	_		_	
	68,446		2,632.54		43.88
	64,553				
6	<u>1,291</u>	_		-	
	65,844		2,532.46		42.21
	62,002				
7	<u>1,240</u>	-		-	
	63,242		2,432.38	<u> </u>	40.54
	59,450				
8	1,189	_		-	
	60,639		2,332.26		38.87
1	56,899		•		
9	1,138	_		-	
	58,037		2,232.18	Ļ	37.20
	54,348				
10	1,087	-		-	
	55,435	ļ	2,132.10	<u> </u>	35.54
	51,797				
11	<u>1,036</u>	-		-	
	52,833	<u>L.</u>	2,032.02		33.87

On behalf of the Okanagan College

Spokesperson

Chairperson/Co-Chairperson

Dated: 107

On behalf of the BCGEU

Spokesperson

Chairperson/Co-Chairperson