



# APPENDICES

**Costing Collective Bargaining Proposals:  
A manual for Canadian academic staff associations**



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Professor Hickey teaches courses on labour relations, negotiations and dispute resolution at the undergraduate and graduate levels. He is frequently asked to participate in continuing education and leadership development programs for union officers and staff. His research focuses on labour relations practices and policies. Recent research projects include a study on the impact of technology on workforce development and labour relations in the electrical construction trades and a large survey of work and career experiences in Ontario's community and social services sector.

Prior to his doctoral studies at Cornell University's School of Industrial and Labor Relations, Rob spent ten years as a union representative and organizer in the Teamsters Union.

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### **Costing collective bargaining proposals: a manual for Canadian academic staff associations**

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## Appendix A: Key Terms & Concepts in Costing

**Aging:** “Aging” is an estimation method used in collecting information about compensation when some changes in compensation are already known, but have not yet occurred. For example, if information from payroll is taken before changes such as an annual across-the-board increase or progression through the ranks occur, then the Base Year Model is “aged” to reflect the known changes in compensation. Selecting a snapshot date in the current collective agreement after all changes to compensation have taken place will avoid the need for aging.

**Assumptions:** In order to predict future cost impacts of changes in total compensation, costing models require assumptions about the operations and workforce composition. Generally, these near future assumptions are based on the established operations and bargaining unit composition. For example, a key assumption is that the information drawn from the most recent year of the collective agreement is the best estimate to predict how changes will impact future costs. The Base Year Model will establish assumptions about the amount of premium pay, the distribution of academic employees by appointment type and position in the career development grid, and other operational characteristics based on information collected in the past year.

**Average annual cost per full-time equivalent (FTE):** The costs associated with each component of compensation are expressed in terms of the total annual costs, average annual costs per FTE, and average cost per course per FTE. The model assumes ‘weighted’ averages, with FTE typically serving as the weight. If there are benefits paid to only a sub-set of the bargaining unit, then the costs are expressed as an average for the entire bargaining unit on an FTE basis.

**Base salary:** The base salary reflects the annual earnings excluding any premium pay for overload or research stipends. It may also be necessary to differentiate nominal versus actual base salary in the case of leaves or reduced workloads. The cost calculations to create the Base Year Model should reflect actual costs incurred in most situations.

**Base Year Model:** A detailed breakdown of total compensation costs based on the most recent operational and cost experiences. The Base Year Model is the benchmark time period against which the costs of compensation changes are measured. The reference period is usually the final year of the expiring collective agreement. The Base Year Model summarizes the cost of each component of compensation. The model can then be used to estimate the cost impact of each proposed change to the various elements of compensation. The Base Year Model provides a template to estimate the incremental cost increase of the proposals expressed in terms of case flow and the percentage increase as an end rate.

**Career Development Increment:** Academic salary models often provide incremental salary increases to reflect career growth from newly appointed to the end of one’s academic career. These models range from automatic step increases in wage grids, to models that incorporate expectations for performance and career growth. Merit pay or performance bonuses may also be included in the models to recognize performance that exceeds expectations.

**Cash flow:** The cash flow method of reporting costs reflects the estimated amount of money needed to pay the costs associated with the collective bargaining proposals. Cash flow is determined by the timing of the cost changes, but it does not distinguish between increases in the base rate and one-time or lump sum payments.

**Cash flow added to base:** This is the monetary value of cash flow associated with changes in base compensation. This figure measures the monetary or case value reflected in the end rate change in total compensation.

**Churn:** This term refers to the constant changes in the composition of the bargaining unit on an individual level. Senior academic staff retire, new hires enter the bargaining unit, and a variety of other changes to teaching and workloads may occur from one term to the next. Provided that these changes are constant and random, the snapshot profile of the bargaining unit will be relatively smooth and constant. Consistent, random churn supports the assumption that the recent composition of the bargaining unit is the best model to predict the near future composition of the bargaining unit.

**Cost of living allowances (COLA):** COLAs are formulas based upon changes in the Consumer Price Index (CPI) published by Statistics Canada. Costing COLAs requires assumptions about future increases in the CPI. Bargaining trends have largely shifted from the use of COLA clauses to more fixed calculations, such as across-the-board increases, designed to protect purchasing power against inflation.

**Compounding compensation increases:** In multi-year collective agreements, multiple increases to the base salary compound over the life of the agreement. Thus, an annual increase of 2 per cent per year over a three-year agreement is slightly more than 6 per cent. While the individual effect of compounding may appear small, the impact of compounding at the aggregate level of the bargaining unit can be significant for an organization.

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**End loading:** End loading refers to the practice of delaying the increase in salary or benefits until the end of a multi-year agreement. The effect of end loading reduces the case flow over the term of the collective agreement, but may not substantially change the end rate.

**End rate cost reporting method:** The end rate method of reporting costs measures the percentage increase in the base compensation rate over a fixed period. In contrast to case flow, end rate reporting is not sensitive to the timing of the changes; end rate only measures the ongoing or structural changes that occur within the window of the reference period.

**Front loading:** Front loading refers to the timing of salary or benefit increases. Front loading involves placing compensation increases toward the beginning of a multi-year agreement. Because of the cash flow and compounding effects, front loading results in greater cash value to employees and higher cash flow costs for employers.

**Full-time equivalent (FTE):** For universities with part-time or reduced responsibility employees, converting part-time positions into FTEs is one way to account for part-time positions in a simplified costing model. For example, if all part-time employees taught four courses and the normal teaching load was eight, their FTE would be 0.5. Because some benefits, such as the Canada Pension Plan (CPP), are based on individual employees, it is important to retain the total headcount (HC) figure as part of the basic data in the costing template.

**Maintenance of benefits:** The cost of insured benefits often increases because of increases in the cost of premiums from inflationary pressures, even without any improvements in the benefit package. In order to maintain the same level of benefits from one year to the next, organizations have to pay more. There are contrasting perspectives between unions and employers on whether to include the costs of maintaining existing benefits as part of the economic settlement in negotiations. Unions traditionally resist including the cost of maintenance of benefits as a component of the costing model. This is consistent with the general practice of including only costs that result from negotiated changes to the terms of the collective agreement.

**Progression-through-the-ranks (PTR):** Similar to career development increments, PTR is a salary model that provides incremental salary increases to reflect career growth from a newly appointed staff to the end of one's academic career. These models range from automatic step increases in wage grids, to models that incorporate expectations for performance and career growth. Merit pay or performance bonuses may also be included in the models to recognize performance that exceeds expectations. Trends in faculty salaries have led to compression and annual increases have largely replaced enhancements based on promotions through academic ranks – assistant to associate to full professor.<sup>37</sup>

**Post-employment benefits:** Unions may negotiate benefits paid to members either at the time of retirement or on an on-going basis during retirement. Severance payments and retirement allowances are the most common forms of post-employment benefits. Employers and unions may use different costing methods for deferred compensation arrangements. Employers may cost the total liability based on total accrued costs of the benefit, whereas union costing methods typically focus on actual costs paid during the base year reference period.

**Productive hours:** Some costing models distinguish productive hours from pay for time not worked such as holiday and vacation pay. These costing models tend to be more salient for bargaining units with hourly workers or where paid time off is more closely tracked. The costing model presented in this manual incorporates paid leave costs as part of the total paid hours per year. Operational assumptions still need to be checked if there are changes in academic workload. For example, changes in workload may result in the need for more teaching staff resulting in replacement costs or increases in the composition of the workforce.

**Reference period:** The reference period is the window of time upon which certain information is based, such as the number of overload courses taught or the costs of a particular benefit. Operational assumptions reflect the experience data from the reference period. The Base Year Model typically estimates costs from the final year of the expiring collective agreement as the reference period.

**Roll-up:** When base salaries increase, certain benefits related to base pay rates increase automatically, or 'roll-up.' The roll-up factor is the relative impact, expressed as a ratio or percentage, of salary-related benefits on total base salary costs. This figure can provide a quick estimate for the roll-up costs associated with a change in the base salary.

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37. Martinello, Felice. "Faculty Salaries in Ontario: Compression, Inversion, and the Effects of Alternative Forms of Representation", *ILR Review* (63: no. 1), 2009. p. 128-45.

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For example, if the roll-up factor is 0.3 or 30 percent, then a \$1,000 increase in the base salary has a real total cost impact on the institution of \$1,300.

**Salary-related benefits:** These benefits change automatically with any change in base salary. The cost impacts of salary-related benefits result in a 'roll-up effect.' The consistent application of across-the-board (ATB) increases, such as professional expense allowances, does not make those benefits salary-related. Those increases, or the application of ATB, must be confirmed through negotiations and do not result from the cost structure of the benefit.

**Snapshot:** The snapshot method is used to collect information about employees in the bargaining unit or costs of certain benefits. A 'snapshot' of the bargaining unit is taken on a specific date to record the number of employees, their FTE status, base salaries, length of service, position in the salary, or other characteristics that shape compensation. The snapshot method builds the assumption of the composition of the bargaining unit. The variety in the individual employment status of bargaining unit members on the snapshot date, (e.g. on leave, on reduced workload, on LTD, etc.) is representative of the composition of the bargaining unit during the proposed term of the collective agreement. Individual changes in employment status, the 'churn,' is treated as random noise not affecting the aggregate composition of the bargaining unit.

**Total compensation:** Costing collective bargaining proposals need to consider total compensation, not just salary or a limited set of benefits. Total compensation includes all sources of salary and benefits that academic staff receive as remuneration for work done at the university or college.

**Yearly maximum pensionable earnings:** The federal government sets the Yearly Maximum Pensionable Earnings (YMPE), the Annual Basic Exemption (ABE), and the rate for the Canada Pension Plan (CPP). Contribution rates for defined benefit pension plans typically differ for salary above and below the YMPE.

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## Appendix B: Sample Information Request Letter

(Date)

Director of Faculty Relations (or appropriate official)

Dear \_\_\_\_\_,

As part of its preparation for the upcoming renewal of the collective agreement between \_\_\_\_\_, the (academic staff association) makes the following request for information organized in three broad categories:

1. Composition of the bargaining unit;
2. Compensation of bargaining unit members; and
3. Bargaining unit work and workload

This information is needed to assess the current terms and conditions of employment of bargaining unit members and develop informed proposals to fulfill the union's duty of fair representation and good faith bargaining.

The information should be provided in a reasonable timeframe, but no later than \_\_\_\_\_ (date). The union requests that the information be provided in the format requested. If this is not possible, or the requested information is not available in the requested format, notify the union what information can be provided and in what format that information is available.

### Composition of the Bargaining Unit

In order to prepare for the upcoming round of negotiations, (the academic staff association) requests information regarding employees who are members of the bargaining unit represented by the union. The union requests that the information be provided in a database format (Excel, csv, etc.).

Name or ID

Base salary

Administrative or other additional stipends

Merit award in previous academic year

Total annual salary in previous academic year

Appointment type / Rank

Regular teaching load

Courses taught in previous academic year (including shared responsibility)

Years of service

### Compensation of Bargaining Unit Members

(The academic staff association) requests the following information regarding compensation paid to employees who are members of the bargaining unit represented by the union.

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## Overload & Other Salary Premiums

The number of courses and total annual compensation paid in (July 1 to June 30 in the \_\_\_\_ academic year) for overload courses

The number of administrative stipends and total annual compensation paid in (July 1 to June 30 in the \_\_\_\_ academic year).

## Insured Benefits

Provide the total monthly premium paid by the employer for bargaining unit members as of \_\_\_\_ (snapshot date) for the following benefits:

- Dental
- Vision
- Group life insurance
- Supplemental health

## Statutory Benefits

Total annual payments made during (July 1 to June 30 in the \_\_\_\_ academic year) in each of the following statutory benefit categories.

- Employment Insurance
- Canada Pension Plan
- Workers' Compensation
- Employer Health Tax

## Pension Contributions

Total annual regular pension contributions paid by the institution on behalf of employees in the bargaining unit.

## Annual Payments & Allowance

Total annual payments by the institution during (July 1 to June 30 in the \_\_\_\_ academic year) to employees for each of the following allowances:

Professional expenses

### *Other benefits*

## Post-employment benefits

## Bargaining Unit Work & Workload

In order to prepare for upcoming negotiations, the union requests the following information regarding work performed by bargaining unit members:

1. Total number of courses offered for academic credit during the previous academic year.
2. Total number of courses delivered by members of the bargaining unit during the previous academic year.
3. Total number of bargaining unit members by faculty/department and appointment type.
4. Normal teaching loads by faculty/department and appointment type.

If you require clarification regarding this request or need more information to fulfill this request, contact \_\_\_\_\_ by phone \_\_\_\_\_ or email \_\_\_\_\_.

Sincerely,

Lead Negotiator (or appropriate academic staff association representative)



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## Appendix C: Mock Collective Agreement – Selected Articles<sup>38</sup>

Article 2 – Recognition

Article 12 – Continuing Appointments

Article 15 – Leaves

Article 18 – Salary

Article 20 – Benefits

Article 35 – Workload

### Article 2 – Recognition

The University recognizes the Association as the exclusive bargaining agent of the Members of the Bargaining Unit. Unless and until the Parties agree otherwise, the Bargaining Unit is defined by the certificates of the Labour Relations Board dated October 17, 1987. These certificates, and subsequent amendments, if any, shall be deemed to be incorporated into the become part of this Collective Agreement.

Subject to the exclusions outlined in Article 2.4, Members in the Bargaining Unit are all persons employed as members of the academic staff at Great Northern University, including:

Persons who hold an appointment to the academic staff with Tenure, as defined by Article 30 of this agreement;

Persons who hold a renewed tenure-track, initial tenure-track, non-renewable, non-renewable replacement, or appointment with academic rank, as defined in Article 30 of this agreement;

Persons who hold continuing adjunct appointments as defined in Article 30 of this agreement;

Persons who hold a contractually limited or sessional / term appointment; and

Persons who hold initial, renewed, continuing, or contractually limited term appointments as Librarians, as defined by Article 30 of this agreement.

### Article 12 – Continuing Appointments

A Term Adjunct with a minimum of ten (10) years of consecutive service as an instructor and whose years of service multiplied by the cumulative total of the full-course equivalents, she/he has successfully taught in that period equals one-hundred (100) or more may apply to convert his/her Term Adjunct appointment to a Continuing Adjunct appointment in a Unit.

Term Adjuncts, who are converted to Continuing Appointments, shall have FTE salaries that are comparable to existing salaries of Members in the same discipline at Queen's who have similar years of experience and accomplishments.

The standard FTE percent for Continuing Appointments shall be fifty (50) percent for a teaching load equivalent to the Unit teaching workload, pro-rated for teaching loads that differ from the Unit's normal teaching load. The FTE percent calculation includes an allowance for course-related administration.

The FTE of a Continuing Appointment shall be increased if the Member teaches an overload course for five or more consecutive years.

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38. The mock collective agreement draws upon actual language from a variety of collective agreements in the sector from across Canada. The mock collective agreement is designed for instructional purposes only and does not represent model or preferred language.



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## Article 15 – Leaves

### Parental Leave

When a Member qualifies for parental benefits under the Employment Insurance Act related to parenthood, as determined by Service Canada, the benefit payable by the University shall be the difference between ninety percent (90%) of the Member's regular salary at the commencement of the leave and the amount the Member receives from Employment Insurance benefits plus any other earnings from employment, for a maximum period of seventeen (17) weeks. Further unpaid leave shall not be unreasonably denied. (This ninety percent (90%) top-up applies where the Member has the requisite number of weeks of insurable earnings for Employment Insurance, irrespective of the length of time of employment at GNU.)

### Sick Leave

A Member who holds a Tenure-track, Tenured, or Continuing Appointment who is absent from work as a result of illness or injury up to a maximum of ninety (90) consecutive Calendar days shall receive his/her actual salary and benefits except in the following circumstances:

1. The injury or illness resulted from a work-related incident covered by Workers' Compensation;
2. There is a recurrence of the same or related illness or injury within ninety (90) days following a previous return to work from sick leave.

To ensure a timely application and consideration for Long Term Disability benefits, the person to whom the Member reports will inform Human Resources (Occupational Health and Wellness) as soon as possible of the absence due to illness or injury.

### Academic Leaves

Full-time Faculty Members are eligible to apply for Study/Research Leave to commence after six (6) years of continuous faculty service (or its equivalent) since appointment at the University. Only tenured Faculty Members may take a Study/Research Leave.

Sabbatical leave salary support shall be at the rate of:

#### Six-Month Leaves

- a. 100% of academic base salary for six-month leaves.

#### Twelve-Month Leaves

- a. First sabbaticals: For all employees who are taking their first sabbatical leave sabbatical salary shall be 100% of base salary.
- b. Second and subsequent sabbaticals: For second and subsequent sabbaticals, sabbatical salary support for twelve (12) month leaves shall be 80% of academic base salary.

## Article 18 – Salary

### Assistant Professor Floor

The assistant professor floor will be \$74, 250. The value of the floor will be indexed to the ATB increases in each year of the collective agreement.

### Career Development Increment

The CDI is intended to provide financial progress through each rank commensurate with actual development in a Member's career. Career development is not a measure of the number of years a Member has been employed in a rank, but is based upon, recognizes and rewards actual development in the quality of performance in relation to the Member's responsibilities specified in Article 17, the Member's workload approved or authorized in accordance with Article 20, and the characteristics and contributions relevant to appointment, reappointment, promotion and tenure.

Subject to the performance review detailed below, the base salary of each member shall be increased on an annual basis by \$2,500. Where a Member has been given a performance rating of "Unsatisfactory", the Provost may, after

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having given due consideration to mitigating circumstances, withhold, in whole or in part, the Annual Career Development Increment. The decision of the Provost is subject to the Grievance procedure.

A senior abatement to a Member's career development, having the following percentage value of the assistant professor floor, is activated at 2.3 times the floor. The CDI for Members with salaries at or above the abatement shall be reduced by \$2,000 to a \$500 annual CDI.

### **Merit Awards**

Merit awards are granted in accordance with criteria and procedures outlined below. A merit award for members shall be \$1,000, \$2,000 or \$5,000 increase in annual salary. (The merit award will be pro-rated for part-time Members based on FTE.) The University will establish an annual merit pool equal to the total number of full-time equivalent (FTE) members in the bargaining unit times \$500. The University is not required to disperse all funds in the annual merit pool unless warranted by performance reviews. Merit disbursements will be pro-rated if performance reviews result in merit awards which exceed the annual merit pool.

### **Administrative Stipends**

A Faculty Member who is a Department Chair shall receive an annual stipend. The amount of the annual stipend shall be a minimum of \$10,000. The actual stipend amount shall be determined by negotiation between the Faculty Member and the Dean at the time of appointment to the position of Chair.

### **Overload**

Members entitled to additional remuneration in recognition of overload teaching shall receive an amount not less than \$10,000 per full class of 6 credit hours, or equivalent, (or a prorated amount for teaching a fraction of a class).

### **Professional Development / Expense Reimbursement**

Each eligible Member may claim reimbursement of eligible expenses up to a value of \$2,000. PD/ER for part-time Members will be pro-rated in accordance with the Member's FTE.

## **Article 20 – Benefits**

All existing benefits applicable to Members shall be maintained except insofar as they are modified by this agreement. The Benefit Plans currently in effect include the following:

Extended Health Care Plan;

Dental Care Plan;

Vision Care Plan;

Basic Group Life Insurance Plan;

Long Term Disability Plan;

Optional Group Life Insurance Plan;

Optional Accidental Death, Dismemberment and Loss of Sight Plan.

The University shall pay 100% of the costs for the plans listed, except for Long Term Disability Plan, Optional Group Life Insurance, and Optional Accidental Death, Dismemberment and Loss of Sight Plan for which Members will pay 100% of the costs.

There shall be a Joint Benefits Committee consisting of 2 representatives of the Association and 2 representatives of the University for the ongoing review of the group benefits plan.

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## **Pension**

The Parties agree to continue the GNU pension plan in effect. The Parties agree that the maximum contribution rates of Members shall be:

Below YMPE – 9%

Above YMPE – 11%

The Employer contribution rates will continue to be determined by the Plan Actuary, but in no case shall be less than the Member rates.

Provide the total annual pension contributions made by the employer which match employee contributions. Do not include additional employer contributions based on actuarial valuations.

## **Childcare**

The University shall establish an annual childcare fund of \$25,000. Eligibility and disbursement of the funds will be done in accordance with the GNU childcare program. The program will be jointly administered by the University and the Association.

## **Article 35 – Workload**

A Member's workload normally includes, in varying proportions, the following duties:

1. Undergraduate and/or graduate teaching;
2. Research, scholarly, artistic and/or professional activity;
3. Academic administration with the university;
4. Professional responsibilities outside the university.

Teaching responsibilities require Members to share equitably the annual instructional responsibilities of their departments/programs/schools, to contribute to their department's/program's/school's curriculum diversity and richness, and to foster their students' critical and creative abilities.

The undergraduate and/or graduate classes to be taught by a Member, and other significant teaching responsibilities assigned to a Member, shall be defined within the Member's Department, School or College, where such units exist or within the Member's Faculty in Faculties where no Departments, Schools or Colleges exist. Members doing overload teaching shall receive an overload stipend.

Research responsibilities require Members to maintain a program of research, scholarship or artistic creativity through which they should aspire to a national or international reputation as scholars.

Service responsibilities refer to the annual contributions that Members make to university governance, to their profession, to the development of their discipline nationally, internationally or locally, and to the furthering of good relations between the University and the local community.

A normal annual workload will include contributions from all three areas of activity, though the particular components of a Member's annual responsibilities may vary from time to time. Research and teaching will take precedence, but all Members will carry their share of service work and achieve an appropriate balance among all three areas of activity.

## Appendix D: GNUASA (Union) Information Request

As part of its preparation for the upcoming renewal of the collective agreement between GNUASA and the university, the union makes the following request for information organized in three broad categories:

1. Composition of the bargaining unit;
2. Compensation of bargaining unit members; and
3. Bargaining unit work and workload

This information is needed to assess the current terms and conditions of employment of bargaining unit members and develop informed proposals to fulfill the union's duty of fair representation and good faith bargaining.

The information should be provided in a reasonable timeframe, but no later than one month from the receipt of this request. The union requests that the information be provided in the format requested. If this is not possible, or the requested information is not available in the requested format, notify the union what information can be provided and in what format that information is available. If there are any questions or concerns regarding the requested information, the union encourages the university to express those as soon as possible.

### **Composition of the bargaining unit**

The union requests a database of bargaining unit members. The database should contain the following fields of information about each bargaining unit member:

- Name or ID
- Base salary
- Administrative or other additional stipends
- Merit award in previous academic year
- Total annual salary in previous academic year
- Appointment type / Rank
- Regular teaching load
- Courses taught in previous academic year (including shared responsibility)

### **Compensation of bargaining unit members**

The union requests information about total compensation payments made to bargaining unit members in the previous academic year in accordance with the relevant articles in the collective agreement.

### **Premium pay**

1. Total annual overload payments made to bargaining unit members by appointment type.
2. Total annual administrative payments made to bargaining unit members by appointment type.
3. Total annual premiums paid to CAS for large classes.
4. Course cancellation fees paid to CAS.
5. Total annual stipend enhancements paid to CAS for years of experience.

### **Insured benefits**

The union requests the total annual premiums paid by the employer for the following benefits.

1. Supplemental health.
2. Dental care.
3. Vision care.
4. Basic group life insurance.

### **Statutory benefits**

Provide the total annual payments for bargaining unit employees for the following statutory benefits:

1. Employer Health Tax
2. Canada Pension Plan
3. Worker's Compensation
4. Employment Insurance

### **Pension contributions**

Provide the total annual pension contributions made by the employer which match employee contributions. Do not include additional employer contributions based on actuarial valuations.

### **Allowances**

What was the total amount paid for PD/ER in the last academic year?

Total annual payments towards child care.

Total annual payments for tuition support.

### **Bargaining unit work and workload**

The following question requests information regarding work performed by bargaining unit members in the previous academic year.

1. Total number of courses offered for academic credit during the previous academic year.
2. Total number of courses delivered by members of the bargaining unit during the previous academic year.
3. Total number of bargaining unit members by faculty/department and appointment type.
4. Normal teaching loads by faculty/department and appointment type.

# Appendix E: GNU (Employer) Response to Information Request

To: GNUASA

## Response to Information Request

This letter is in response to the union's information request and subsequent modifications of that request by phone and email communications.

## Composition of the Bargaining Unit

The employer provides the attached database of bargaining unit members. As previously explained, some of the information requested by the union is not available. The university could not provide information about teaching load and specific courses taught in the previous academic term as that information is stored in a separate database.

## Compensation

### Premium pay

1. Overload payments in previous academic year = \$875,000
  - a. Tenure stream = \$262,000
  - b. Teaching stream = \$350,000
  - c. Continuing = \$263,000
2. Administrative stipends = \$640,000
  - a. Tenure stream = \$510,000
  - b. Teaching stream = \$130,000
  - c. Continuing = \$0
3. Large class premiums = \$6,500
4. Cancellation fees = \$0
5. Years of experience premiums to CAS = \$26,400

### Insured benefits

Supplemental health premium (Including prescription drugs and vision)

\*The university's benefit provider's contract runs on a fiscal calendar from May 1 – April 30. These costs reflect total projected costs for the remainder of the fiscal benefit carrier contract period.

Health	Individual premium (single)	Individual premium (family)	Billed premium
May 1-Apr 30	\$85.45	\$178.13	\$1,152,660

### Dental premiums

Dental	Individual premium (single)	Individual premium (family)	Billed premium
May 1-Apr 30	\$51.40	\$133.75	\$821,399

### Basic Life

Life Insurance		Premiums paid
May 1-Apr 30	\$0.213 per \$1,000 coverage	\$212,489

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***Statutory benefits paid***

1. Employer Health Tax = \$1,832,682
2. Canada Pension Plan = \$4,652,195
3. Worker's Compensation = \$1,362,764
4. Employment Insurance = \$1,792,000

***Pension benefit contributions***

Employer base pension contributions = \$7,346,401

Special solvency payments = \$12,000,000

Professional development / expense reimbursement = \$1,086,400

Child care payments = \$350,000

Tuition support payments = \$650,000

**Bargaining Unit Work & Workload**

1. Total number of courses = 3,500
2. Courses delivered by bargaining unit members = 3,450
3. Total number of active bargaining unit members by appointment type
  - a. Tenure and tenure stream = 495
  - b. Teaching focused = 102
  - c. Continuing = 198
  - d. Contract academic staff = 300