
THE UNIVERSITY OF BRITISH COLUMBIA



Human Resources
Room 350 - 2075 Wesbrook Mall
Vancouver, BC
Canada V6T 1Z1
<http://www.hr.ubc.ca>

Date: August 10, 2006

To: Deans, Directors, Department Heads and Administrators

From: Michelle Berner, Director, HR – Total Compensation

**CC: HR Advisory Services
CUPE 2950 JE Steering Committee**

Re: Update on CUPE 2950 Job Evaluation per: Collective Agreement

This memo provides an update on the status of the CUPE 2950 Job Evaluation (J.E.) project. The purpose of this project is to improve the existing CUPE 2950 J.E. system, which is utilized to evaluate jobs for the purpose of establishing rates of pay.

During the recently concluded round of collective bargaining, the University and CUPE 2950 signed a Letter of Agreement pertaining to the J.E. system. Specifically, the parties agreed to engage in a process to discuss outstanding issues, and to endeavour to agree on a new or revised system.

The parties targeted September 30, 2006 for reaching agreement about changes to the J.E. system. In the meantime, the current CUPE 2950 J.E. system remains in place.

Discussions between the parties are guided by the following principles and criteria, which are outlined in the Letter of Agreement:

- implementation of a simple, transparent, consistent, effective and efficient system that is administered by the University;
- focus on substantive differences between levels of work, corresponding to an appropriate pay differential;
- salary protection for employees as a result of any changes to the current system or implementation of a new system;
- funding for PSEC-approved market adjustments will be applied to positions that require higher skill levels;
- while remaining consistent with the first two bullets above, the funding for this new system, other than PSEC-approved market adjustments, will be distributed fairly and reasonably across the new wage structure;
- the cost of implementation will be cost neutral to UBC, in that any cost will be funded out of the total funding available.

If agreement is reached by the parties in September 2006, attention will next be turned to implementing agreed upon changes. Funding was negotiated during bargaining, and is available for this purpose.

Following are project highlights:

- The joint committee first met on April 25, 2006, and has met regularly (every two weeks) since the first meeting.
- The University's committee members are: Tina Duke (Compensation Consultant, Human Resources), Kathleen Cheng (Team Leader, Total Compensation, Human Resources), Michelle Berner (Director, Human Resources – Total Compensation), Maria Shawcross (Director, Human Resources, Sauder School of Business), Ray McNichol (Director – Financial Services), and Joanne Young (Manager, Payroll).
- CUPE 2950's committee members are: Eleanore Wellwood (Library Assistant, Crane Library), Susan Claybo (Office Administrator, Student Financial Assistance and Awards), Edita Michalek (Library Assistant, Technical Services), and Susanne Lester (Library Assistant, Humanities & Social Sciences).
- Four members of each committee attend each meeting.
- The committee has completed the following tasks to date:
 - Reviewed the current CUPE 2950 J.E. system, and identified what works and what doesn't;
 - Identified alternative plan design and pay structure options; and
 - Agreed on preferred options for plan design and pay structure.
- The committee is currently working on:
 - Making changes to the existing factors of the point factor J.E. system, which involves researching J.E. systems used by other organizations, including universities; and
 - Identifying appropriate job families.
- The committee will soon be working on the following:
 - Convening focus groups of subject matter experts from the University community to assist in identifying benchmark jobs, and to advise on the content of these; and
 - Identifying and costing various implementation options.

To receive information updates, or if you are interested in participating in the project, please contact Linda Ong, Communications Specialist, in Human Resources, at linda.ong@ubc.ca to be added to our email list.

For questions pertaining to the J.E. project, please contact Tina Duke, Compensation Consultant, in Human Resources, at christina.duke@ubc.ca.

Thank you.