

This document is a comparison of the current APO/TAPS agreements to the enhanced or modified terms and conditions for Management and Professional Staff (Excluded) effective September 1, 2017.

Section	MAPS	APO	TAPS
Appointment	<p>Article 3.1: The appointment of an Employee shall be made by the Appointing Officer.</p> <p>Appointing Officer – means the senior administrator for an academic or administrative unit.</p> <p>A letter of appointment shall be duly executed by the Appointing Officer and the Employee, and shall confirm the appointment of the Employee.</p>	<p>Article 6: The appointment of a staff member shall be made by the Vice-President.</p> <p>A letter of appointment, following the example in Appendix A.1, duly executed by the Vice-President and the staff member, shall confirm the appointment of a staff member</p> <p>The Provost may approve special conditions which are at variance with the terms of this Agreement</p>	<p>Article 6: The appointment of a staff member in a Faculty shall be made by the Dean; the appointment of a staff member not in a Faculty shall be made by the appropriate Vice-President. The appointment of a staff member shall be evidenced by the letter of appointment, an example of which is shown in Appendix B.</p> <p>A Dean or Vice-President may appoint a staff member with special conditions which are at variance with the terms of the Agreement subject to consultation with the Association President.</p>
Standard Hours	<p>Article 4: The standard work week shall be 40 hours. The schedule of work shall be determined by the Appointing Officer or Supervisor.</p> <p>Not eligible for overtime.</p>	<p>No standard hours per week are defined within agreement.</p> <p>45 hours per week is used in HCM and by practice for full-time employees.</p> <p>Not eligible for overtime.</p>	<p>No standard hours per week are defined within agreement.</p> <p>45 hours per week is used in HCM and by practice for full-time employees.</p> <p>Not eligible for overtime.</p>
Probation	<p>Article 8: All new Employees shall normally serve a probationary period of one year.</p> <p>a) If the Employee previously completed a probationary period as an Employee at the University, the probationary period shall be waived. A new probation periods may be required by the appointing officer on transfers, reclassifications</p>	<p>Article 12: The probationary appointment for a staff member who is appointed for the first time under this Agreement shall normally be for a period of two (2) years. A staff member shall be appointed to a two-year probationary period only once during his/her continuous employment under this Agreement.</p> <p>If appointed to another position as an APO, shall serve a reduced probationary period, as follows:</p>	<p>No reference to Probation. TAPS members do not serve a probationary period.</p>

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	<p>or promotions. b) The Appointing Officer shall keep the Employee apprised of progress during the probationary period.</p>	<p>a) Up to and including seven (7) years of service under this Agreement, a probationary period of up to twelve (12) continuous months; b) Longer than seven (7) years of service under this Agreement, a probationary period of up to six (6) continuous months.</p>	
Evaluation of Positions	<p>Article 6: Continue to use the HAY evaluation system. No appeal process for evaluations. Best practice will be used.</p>	<p>Article 7: Hay evaluation system used to evaluate positions. Contains an appeal process if employee does not agree with the evaluation outcome. Several conditions about position evaluation panel, procedures defined within agreement.</p>	<p>No specific language. Positions evaluated HRS to determine pay level</p>
Vacation	<p>Article 12 Begins at 25 days per year, 30 days after '15' years of service. Vacation pay for casual staff. Vacation year remains July 1 - June 30. Employees de-designated during the vacation year will receive prorated entitlement to additional vacation based on service.</p>	<p>20.11 Each staff member shall be entitled to an annual vacation in accordance with the following table: less than 10 years service - 22 days at least 10 years but less than 20 years - 25 days 20 years or more - 30 days</p>	<p>18.05.1 Each staff member whose term of appointment is for twelve months or longer shall be entitled to an annual vacation of twenty-two days. 18.05.2 Each staff member whose appointment is for less than twelve months shall receive pay in lieu of vacation equal to 4 percent of salary payable.</p>
Personal Leave	<p>Article 18 5 days per year.</p>	<p>No entitlement</p>	<p>No entitlement</p>
Phased Retirement	<p>Article 11: A Continuing Employee shall be entitled to a phased pre-retirement period of employment OR a phased post-retirement period of</p>	<p>18.08 - A staff member shall be entitled to either a phased pre-retirement period of employment OR a phased post retirement period of employment</p>	<p>No entitlement</p>

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	<p>employment provided the appropriate notice periods are complied with and the Continuing Employee and the Immediate Supervisor have agreed in writing on the details regarding the responsibilities of the Continuing Employee during the phased retirement period of employment. Such responsibilities shall be evaluated and an appropriate level of pay determined.</p> <p>FT Continuing Employees - $\frac{1}{2}$ pay over 2 years $\frac{1}{3}$ pay over 3 years Benefits provided during this period.</p>	<p>$\frac{1}{2}$ pay over 2 years $\frac{1}{3}$ pay over 3 years</p> <p>Benefit eligible during this period.</p>	
Severance	<p>Termination for cause - subject to common law standards</p> <p>Termination without cause (Continuing Employees) - 1 month of notice for each completed year of service up to a maximum of 3 months notice + one month of severance for each completed year of service up to a maximum of 12 months severance</p> <p>Notice and severance maximum of 15 months.</p> <p><i>*Employees with less than three years of service will received grandfathered entitlement from previous academic agreement.</i></p>	<p>Termination for cause is subject to Article 16 Discipline</p> <p>Employee can be laid off in accordance with Article 22 Reorganization (Termination of Employment).</p> <p>Minimum 3 months notice and 3 months severance + in the 4th year of employment a further 1 month severance per year of service to a maximum of 15 months (notice and severance for 12 years of employment)</p>	<p>Article 15 End of Contract</p> <p>If termination is prior to the expiry date (Article 27.02),</p> <p>Notice and severance:</p> <p>a) The notice period shall be three months b) If less than one year service, the staff member shall not be entitled to severance upon termination; c) One year of service or more, one month's salary for each year of service, to a maximum of nine months' salary;</p>

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Disability	<p>For Eligible employees:</p> <p>Medical Leave - 6 months of medical leave coverage</p> <p>For medical leaves greater than 20 days, a medical certificate is required. The supervisor may require a medical certificate prior to twenty days.</p> <p>University can request an IME if medical information is insufficient or there is doubt about the capability of the employee. Pay and benefits may be suspended if satisfactory medical evidence is not provided.</p> <p>Long Term Disability Plan - a mirror of the Academic Plan but without representation rights.</p>	<p>For all APOs:</p> <p>Medical Leave - 6 months of medical leave coverage</p> <p>The staff member shall inform the supervisor of the medical leave and provide an estimate of its duration. Medical leaves fewer than 20 days are a departmental matter however the supervisor may require the staff member to provide a medical certificate.</p> <p>University can request an IME if medical information is insufficient or there is doubt about the capability of the employee.</p> <p>Long Term Disability Plan - Association provided representation rights if requested</p>	<p>For Eligible Employees:</p> <p>Medical Leave - 6 months of medical leave coverage</p> <p>Collective agreement requirements for medical information are limited.</p> <p>University can request an IME if medical information is insufficient or there is doubt about the capability of the employee.</p> <p>Long Term Disability Plan - Association provided representation rights if requested</p>
Subrogation	Subrogation does apply to General Illness Subrogation applies to LTD	Subrogation does not apply to General Illness Subrogation applies to LTD	Subrogation does not apply to General Illness Subrogation applies to LTD
Benefits	<p>Article 12 Continuing Positions - benefits apply to PT and FT appointments</p> <p>Temporary Positions - benefits if in a 0.5 FTE position for 8 months or greater</p> <p>Casuals - No provisions</p>	<p>Benefits apply to all PT and FT appointments</p> <p>Casual appointments not available</p>	<p>Benefits apply positions that are full-time with an appointment of 8 months or greater.</p> <p>Casual appointments not available</p>
Political Leaves	No reference Leave of Absence without pay available subject to approval	Article 24.03 Political Leaves	No entitlement

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Salary and Increments	Article 12 Continue to use the same salary scales/steps and increment structure that exists under current agreements. Increments for meritorious performance.	Article 20 17 step scales for each hay point level. Increments for meritorious performance.	Article 17
Significant Association Representation Changes :			
Discipline	No reference. Subject to common law standards	Article 16 Discipline Requires an Article 16 Complaint to the Provost and is subject to the procedure outlined under the Article. Provost makes the final decision regarding whether to discipline (or not). Provost decision to discipline is subject to a potential grievance by the association.	Article 13 Discipline Discipline decisions are determined by the Chair/Dean following an investigation. Discipline decisions are subject to a potential grievance by the Association. Complaint process under Article 14 that can be initiated by anyone with the Provost determining whether discipline is warranted.
Unacceptable Performance	No reference. Subject to common law standards of with cause or without cause.	Article 14 Unacceptable Performance Commences after First Award of No Increment starts the process under the Article. Requires a Performance Improvement Plan with the employee when performance is unacceptable. After Second Award of No Increment an employee can be disciplined under the penalties of Article 16. Awards of No Increments can be appealed under Article 15. Discipline decisions are subject to a potential	No specific language. Normally contract would not be renewed.

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		grievance by the Association.	
Changes to Terms and Conditions Document	Future changes to the terms and conditions can be made by the Board with two months written notice being provided to the employees.	Article 5 - Agreement Review and Amending Procedures. New process ratified in 2017 to allow all terms and conditions to be negotiated in collective bargaining.	Article 5 - Agreement Review and Amending Procedures. New process ratified in 2017 to allow all terms and conditions to be negotiated in collective bargaining.
Appeals	No reference	APO - Article 15 Appeals Includes rights to appeal: <ul style="list-style-type: none"> - Termination of probation - Receiving less than 1 increment 	