

**SIMON FRASER UNIVERSITY (SFU)**  
**AND**  
**ADMINISTRATIVE AND PROFESSIONAL STAFF ASSOCIATION (APSA)**

The parties are prepared to recommend to their principals the following compensation settlement for the period July 1, 2001, to June 30, 2004.

1. Term of agreement to be from July 1, 2001, to June 30, 2004.
2. Effective July 1, 2001, July 1, 2002, and July 1, 2003, unless otherwise mutually agreed to, step progression shall occur in accordance with Policy AD 10-6.
3. Effective July 1, 2001, 2% salary increase will be applied to the salary scale.  
Effective July 1, 2002, 2% salary increase will be applied to the salary scale.  
Effective July 1, 2003, 2% salary increase will be applied to the salary scale.
4. Effective July 1, 2001, the parties agree to eliminate Step 1 of the salary scale.  
Effective July 1, 2002, the parties agree to eliminate the new Step 1 of the salary scale.
5. On July 13, 2001, SFU agrees to provide \$100,000 to be paid as a lump sum (non-base) payment to be divided equally amongst all continuing APSA employees, at work on July 1, 2001, and who have been employed in a continuing position at SFU since July 1, 2000. The said amount will be pro-rated for part-time continuing APSA employees.
6. The parties agree that the compensation system requires review and each will appoint 3 members to a committee that will review best practices in compensation (and will include but not necessarily be limited to such items as salary differential for supervisors) and make recommendations to their principals for consideration no later than January 31, 2002.
7. The parties previously agreed to conduct a Joint SFU/APSA Salary Survey Review and the committee shall be making its recommendations, in July 2001, to Senior Administration and the APSA Executive. The purpose of the review is to conduct a salary survey and make recommendations regarding the salary ranges assigned to APSA positions. It is recognized that once approved, PSEC approval may be required. The parties will also need to agree upon the appropriate level of funding to ensure successful implementation. The parties previously acknowledged that it may take several years to fully implement the approved recommendations. As the committee's work is yet incomplete, it is not possible to accurately determine the full cost of implementation, however, notwithstanding such considerations the University is prepared to have an initial sum of \$500,000 available in the 2001/2002 budget year. Nothing in the existing salary scale system or this agreement shall prevent mutually agreed revisions from being implemented. Implementation will begin concurrently with this agreement.
8. Effective April 1, 2002, the Extended Health Plan and Dental Care Plan shall be amended as per the following:
  - Vision Care to a limit of three hundred dollars (\$300), per twenty-four (24) months;
  - Approved Acupuncturist to five hundred dollars (\$500), payable per person per calendar year;
  - Registered Speech Therapist to five hundred dollars (\$500), payable per person per calendar year.
  - Dental Plan Care to provide coverage for mercury amalgam or composite (white) fillings for new or replacement fillings.

9. Effective July 1, 2001, all new employees shall be ineligible for retiree benefits (i.e., Extended Health Plan, Dental Care Plan and MSP) when they retire. Should the Canadian Institute of Chartered Accountants change the requirement for accrual accounting for employee future benefits, the parties agree to review this provision at that time.

10. Effective January 1, 2002, Policy AD10-8 5.01 Leaves-Annual Vacation shall be amended to read:

In fifteenth (15) and succeeding years	One (1) additional day for each additional year of service to a maximum of six (6) additional days.
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11. Effective July 1, 2001, the parties agree in AD10-8 8.01a) to delete "**each**" and add (new) to 8.01a)

*In any seven-year period, an employee is eligible for an aggregate maximum of twenty six weeks sick leave for the same illness or injury. If the illness or injury occurs again within the seven-year period, and the employee has already taken twenty-six weeks sick leave, he/she shall be eligible to apply for Long Term Disability. Any other illness or injury not directly related to the earlier illness or injury shall also carry an aggregate maximum entitlement of twenty-six weeks of sick leave in any seven-year period.*

12. Effective July 1, 2001, the parties agree in AD10-8 10.01c) and 10.02d) to delete the words "**for at least sixty (60) calendar days excluding vacation time**" and add(new) to 10.01e)iii) and add to 10.02d) the following words:

*An APSA member who resigns within one year of returning to work following the leave shall be required to repay to the University a prorated amount of the difference between the EI benefit and his/her normal salary for the duration of the EI benefit period.*

13. Effective January 1, 2002, Reimbursement of Professional Development Expenses Policy AD 10-11 5.02 shall be amended to increase the maximum carryover to \$1,200.  
Effective January 1, 2003, Reimbursement of Professional Development Expenses Policy AD 10-11 5.02 shall be amended to increase the maximum carryover to \$1,350.

14. The parties agree that a deferred salary leave provision will be reviewed and resolved by JUAC.

**This agreement is contingent upon approval by the Employee Relations Committee of the Board of Governors, UPSEA, PSEC and ratification by the members of the Administrative Professional Staff Association (APSA).**

Signed on behalf of:

Simon Fraser University

Administrative Professional Staff Association

Bruce Anderson

Rob Ballantyne

Ken Mennell

Lee Gavel

Dario Nonis

Sarah Dench

Warren Gill

this \_30th\_ day of May 2001.