

# UNIVERSITY OF VICTORIA TERM EMPLOYEES

# UNDERSTANDING YOUR RIGHTS

Many PEA positions at UVic are term positions. At last count, there were 128 PEA members in term positions. Term employees do not have access to all of the rights and benefits of regular positions at the University.

This is a quick reference to some of the differences between regular and term positions. It is not meant to substitute the more comprehensive and legally binding language in your collective agreement.

## **PRECARITY OF EMPLOYMENT**

Regular positions at UVic have an expectation of continuous employment whereas term positions carry no expectation of employment beyond the expiry of the term.

Term positions are precarious in that they offer little predictability or job security. This kind of work can affect the material and psychological welfare of our members. When your term is finished, you do not receive severance nor are you placed on a recall list.

## **PROBATION**

Similar to regular positions, term positions are subject to a probationary period of eight months. You can be terminated on probation on the basis of unsuitability for the position. In such a case, the University is required to give one month's notice of termination. Employees are generally asked to not report to work during this time.

## **POSTINGS**

All vacant positions of more than seven months, excepting leave replacements of 14 months or less (or 22 months in the case of maternity/parental leave), have to be posted for competition. Term employees may be re-appointed to the same position without competition.

## **VACATION**

The vacation entitlement for term employees is fifteen working days per year. Term employees who work continuously for more than one year will earn, and will be credited with, the same vacation as regular staff\* after completion of the first continuous year of service.

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Where a term employee is appointed as a regular staff without a break in service, the vacation entitlement will be calculated from the starting date of service. Entitlements will be prorated for part-time and/or part-year service.

\*The vacation entitlement for regular staff members is 22 working days in the first through to the fifth year of continuous service; 24 working days with 6 - 10 years of continuous service; 27 working days with 11 - 15 years of continuous service, 28 working days with 16-20 years of continuous service and 29 days for all subsequent years of service.

## **SICK LEAVE**

Full-time term employees are entitled to one and one-half days of paid sick leave per month. Accumulated sick leave may not be carried over from term to term unless the terms are contiguous.

Part-time term employees working at least half-time are entitled to sick leave prorated on the basis on one and one-half days per month.

A staff member who has been employed on the basis of more than three years of contiguous term appointments, shall be entitled to sick leave on the same basis as set out for regular staff members (i.e., up to six months paid sick leave, with additional leave for new or recurring medical conditions).

## **MEDICAL AND EXTENDED HEALTH BENEFITS PLANS AND DENTAL, BASIC GROUP LIFE, OPTIONAL GROUP LIFE**

A staff member holding a term appointment for a minimum of three (3) months at 0.50 FTE or more is eligible, on a voluntary basis at the time of appointment to enroll in the Medical and Extended Health Benefits Plans effective from the first of the month following appointment.

A staff member holding a term appointment for a minimum of twelve (12) months at 0.50 FTE or more is eligible, on a voluntary basis at the time of appointment, to enroll in the Dental, Basic Group Life and Optional Group Life.

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## **MONEY PURCHASE PENSION PLAN**

A staff member holding a term appointment at 0.50 FTE or more is eligible, on a voluntary basis, to enroll in the Money Purchase Pension Plan after twelve months of continuous service. Term staff do not have access to the University's combination pension plan.

Term staff who choose to enroll in the Money Purchase Pension Plan are required to stay in the Plan until the end of their term or contiguous terms. Term staff contribute 3% of basic regular salary up to the Canada Pension Plan's Yearly Maximum Pensionable Earnings (YMPE), and 5% of basic regular salary in excess of the YMPE. The University contributes 8.37% of basic regular salary up to the YMPE and 10% of basic regular salary in excess of the YMPE.

## **MATERNITY/PARENTAL LEAVE**

Term staff have access to maternity/parental leave, but not the salary supplement.

## **PROFESSIONAL DEVELOPMENT**

The university recently updated the PEA Pro-D Policy (HR6420). This policy applies to PEA members holding a regular appointment and PEA members who have completed one continuous year of service, within the academic year, of a term appointment.

PEA members receive \$250/year in their Pro-D expense accounts each year and additionally have access to a central Pro-D fund and unit-based professional development budgets. Those core elements for supporting professional development are unchanged.

The updated policy has been posted [HERE](#).

## **LONG TERM DISABILITY INSURANCE**

Term employees do not have access to long term disability insurance.

## **SALARY ADJUSTMENT**

Salary adjustment such as general wage increases, progression adjustments and performance adjustments apply to term employees.

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## **TERMINATION OF TERM APPOINTMENTS**

The University may, in its sole discretion, terminate a term appointment prior to the end of the stated term, with two months written notice. Term employees do not have rights to layoff language including severance or Recall.

## **ESTABLISHMENT OF REGULAR POSITIONS**

As a general practice, term appointments shall not be used to supplant regular appointments for work of a continuing rather than a term-certain nature. Where a position has been established on a single or recurring term basis for a period of three years, the position shall become a regular position and filled with a regular appointment at the end of the three year period unless there is no further funding for the position or the University determines that the position is no longer required. This provision will not apply where a staff member is replacing a regular staff member on an approved absence. Please note that it is the position and not the person that triggers the regularization of a position.

## **REGULAR VERSUS FULL TIME**

Term positions can be full or part-time. Entitlements are generally prorated for part-time service.

## **RECREATIONAL FACILITIES**

Term employees can purchase base memberships and add-ons ranging from \$252 to \$310 per term depending on the range of access.

Full-time regular employees are eligible to access recreational facilities at McKinnon and ISC as part of their employment compensation and benefits. The Vikes FIT pass providing access to the CARSA fitness and weight centre will cost \$65 per term. The Vikes All-In pass for \$218 per term includes access to the Peninsula Co-op Climbing Centre.\*

\*Rates change - make sure you consult [uvic.ca](http://uvic.ca) for the most up to date information.

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## **YOUR UNION - THE PEA**

Within our union, no distinctions are made between term and regular employees. A PEA member is a PEA member. You have access to all of the union's resources and you can fully participate in the union.

The PEA servicing model provides all members with direct access to their local reps, the PEA chapter executive and their labour relations officer. Members should feel free at any time to connect with us about issues that arise, questions or feedback. You are welcome to make confidential inquiries.