Salaries and Economic Benefits

Article 42: Salary

Transitional Provisions

General Wage Increases

42.1 Across the Board (ATB) Increases: amounting to 5.5% over 5 years

42.2 Economic Stability Dividend (ESD): The Economic Stability Dividend (ESD) denotes a formula by which employees receive general wage increases equal to half of any percentage gain in real GDP above the Economic Forecast Council’s forecast. Details of how the ESD is computed are contained in the MOU attached to this Agreement as Appendix A: Economic Stability Dividend.

42.3 These general wage increases will be distributed on the following schedule:

<table>
<thead>
<tr>
<th>Date</th>
<th>Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 1, 2014</td>
<td>0%</td>
</tr>
<tr>
<td>July 1, 2015</td>
<td>1% (retroactive)</td>
</tr>
<tr>
<td>May 1, 2016</td>
<td>0% plus ESD (retroactive)</td>
</tr>
<tr>
<td>July 1, 2016</td>
<td>0.5% (retroactive)</td>
</tr>
<tr>
<td>July 1, 2017</td>
<td>1.5% plus ESD*</td>
</tr>
<tr>
<td>July 1, 2018</td>
<td>1.5% plus ESD*</td>
</tr>
<tr>
<td>June 30, 2019</td>
<td>1% plus ESD*</td>
</tr>
</tbody>
</table>

* if applicable

Transition to New Salary Scales (Transitional)

42.4 Existing salary scales will be adjusted for GWI and ESD increases scheduled for July 1, 2015, May 1, 2016 and July 1, 2016 as of July 1, 2016 (Appendix B: Salary Scales, July 1, 2016).

42.5 New salary scales will be implemented September 2, 2016 (Appendix C: Salary Scales, September 2, 2016).

42.6 Members whose total salary (nominal salary plus market differential or salary differential but not including administrative stipends) is below the floor as of September 2, 2016 will have their salary adjusted to the floor on that date and any market differential absorbed. Where nominal salary is below the floor but total salary exceeds the floor, that portion of any market differential or salary differential below the new floor will be rolled into base to bring the nominal salary to the new floor.

42.7 When migrating to the new salary scales, the market or salary differentials (the Differentials) of faculty in ranks of Senior Lecturer and Professor will be incorporated into the nominal salary up to the new breakpoint of the rank.
42.8 In cases where the total salary with the incorporated Differential exceeds the breakpoint of the scale for the rank, the amount in excess of the breakpoint will be deemed a Salary Differential. The Salary Differential will be ineligible for across-the-board or ESD increases.

Suspension of Salary Anomaly Process (Transitional)

42.9 No salary anomaly considerations will be undertaken until the Regularization Adjustment process in Articles 42.12-42.15, Regularization Adjustment Fund (Transitional) is complete.

Market Differentials

42.10 The University may, between January 1, 2017 and the expiry of this Agreement, expend for new Members an amount equivalent to no more than 14% of the total salary of new hires in any one calendar year to supplement salaries with market differentials. Market differentials will be offered in accordance with the terms in Articles 42.45-42.51, Market Differentials.

Retention Awards

42.11 The University may, between January 1, 2017 and the expiry of this Agreement, expend an amount equivalent to no more than 0.5% of total salary mass, calculated as of the previous September, per calendar year for new or renewed retention awards. Retention awards will be offered in accordance with the terms in Articles 42.52-42.66, Retention Awards.

Regularization Adjustment Fund (Transitional)

42.12 The University will provide a one-time Regularization Adjustment Fund of $1,250,000 to address salary inequities and regularize faculty salaries for those who have never had a market differential. The fund will be distributed on July 1, 2017.

42.13 Members eligible for a share of the Regularization Adjustment Fund are those in continuing appointments or term appointments of two years or more who have never had a market differential during their employment at the University and who do not currently have a salary supplement (retention award, University Chair, other salary supplement, but not including administrative stipends) on June 30, 2017.

42.14 Each eligible Member will receive a Regularization Adjustment. The Regularization Adjustment will be equal to $1,250,000 divided by the number of eligible Members.

42.15 The Regularization Adjustment will be added directly to the Member’s base salary.

Ceiling Adjustment/Professional Development Reimbursement Enhancement (Transitional)

42.16 The University will create a one-time fund of $843,000 that will be used for a one-time payment for those at salary ceilings and for a one-time enhancement to Professional Development Reimbursement (PDR) funds.

42.17 Members at ceilings of all ranks on August 31, 2016 will receive a one-time payment of $2500 (not added to base salary). Members at ceilings on August 31, 2016 but who are
promoted on September 1, 2016 are excluded. Members at ceiling on August 31, 2016 but who resign or retire on September 1, 2016 are also excluded.

42.18 Any amounts not distributed for the Ceiling Adjustment will be used for the PDR enhancement.

42.19 Effective January 1, 2017, the amount of professional development funds, assuming a full-time continuing Association Member, will be increased on a one-time, one-year basis only by an amount equivalent to $843,000 minus the amount expended on awards to Members at ceilings and divided equally among the Members prorated in the usual way for those who have less than full-time appointments. Annual entitlements will revert back to $1910 effective January 1, 2018.

42.20 Unused PDR funds arising from this increase may continue to be carried forward as per current practice.

Pension (Transitional)

42.21 The parties have signed a letter of agreement regarding potential changes to the pension options available to Association Members, which is appended to this Agreement as Letter of Agreement 4: Pension Plan.

Economic Benefits (Transitional)

42.22 The following changes will be made to extended health benefits, effective January 1, 2017:

42.22.1 Add other Registered Mental Health professionals to psychological benefit, but no change in benefit.

42.22.2 Add explicit coverage for temporary crowns rather than the implicit ad hoc coverage currently used.

42.22.3 Add coverage for dental implants ($2,000 per tooth per lifetime maximum).

42.22.4 Add coverage for inoculations (e.g. flu shots), but not homeopathic injections (nosodes).

Salaries

42.23 Any changes to salary scales will normally take place on July 1st annually, unless otherwise negotiated. Any step increases will take effect on September 1st.

42.24 Initial salary placement will be commensurate with academic achievement and previous relevant and related experience. In no case will initial salary be lower than the minimum provided for in the appropriate rank.

42.25 These scales also apply to non-continuing positions.

42.26 Part-time appointments will have salaries pro-rated according to the extent of the appointment.

42.27 The University will not adjust the salary of any Member of the bargaining unit except as provided for in this Agreement. Adjustment to salaries and scales will take place through collective bargaining between the Association and the University.
Salary Scales

42.28 Salary floors, breakpoints, and ceilings (by rank) are as set out in the scales in Appendix C: Salary Scales, September 2, 2016.

42.29 Except as provided for below, minimum salaries, breakpoints and ceilings will be adjusted on July 1st for any GWI (including any ESD increases) that took place in the previous year.

42.30 Normally, new Members will be appointed at minimum salaries plus the amount of one Regular Step Award (RSA) for each year of relevant and related experience after the award of the Ph.D. (or alternate highest degree requirement). For 2017 and prior (i.e. before the introduction of this step system), an RSA will be deemed to be $2500.

42.31 New Members may receive a market differential when hired as outlined in Market Differentials.

Step Awards

42.32 Step awards are assigned upon promotion to a new rank and through the biennial review process.

42.33 Step awards are assigned as outlined in Article 33: Biennial Reviews and Step Awards (Research and Teaching Faculty).

42.34 Progress through the ranks (PTR) should adhere to the following principles:

42.34.1 With the exception of Librarians/Archivists, Members will receive differentiated increases (i.e. there will be a merit component).

42.34.2 Increases early in a rank should be a larger proportion of salary than increases later in a rank.

Definitions

42.35 First year promotion awards pool (FYPAP):

42.35.1 Upon promotion, a Member will be assigned a step award.

42.35.2 A step on promotion will be assigned a value of 1/32 of the floor of the Assistant Professor, Lecturer, or Librarian/Archivist 2 scale, as appropriate. Normally, the step award on promotion for all Members except Librarians/Archivists will be up to two steps except where the increment on promotion includes an additional component that takes into account the criteria in Articles 32.23 and 32.24. Librarians and Archivists will receive 1.25 steps on promotion.

42.35.3 The Member will also be assigned a step award for the second year following promotion, except for Librarians/Archivists who will receive their usual 1.25 step award in the second year.

42.35.4 If nominal salary after promotion awards and roll-in of salary supplements (only for terminal ranks of University Lecturer, Professor, Librarian/Archivist 4 and Division Head) are applied remains below the floor of the new rank, nominal salary will be increased to the floor.
42.35.5 For promotions that involve an inclusion of salary supplements into the nominal salary (e.g. when being promoted to a terminal rank (University Lecturer, Professor, Librarian/Archivist 4 or Division Head), the first year promotion award will include the value of steps awarded upon promotion, but will exclude salary supplements that are rolled into the base salary.

42.35.6 The FYPAP is the sum of the first year promotion awards over all Members who are promoted on September 1st.

42.36 **Nominal salary:** The annual salary of a Member without reductions for study leave, parental and other leaves and not including any supplements (e.g. retention awards and market differentials) or administrative stipends.

42.37 **Progress through the ranks pool (PTRP):** The total amount available for distribution through Progress through the Ranks awards.

42.38 **Step award pool (SAP):** The total amount available on September 1st for distribution to Members via step awards.

42.39 **Total Salary Mass (TSM):** The total of the following salary components for all continuing Members and those on term appointments of two years or longer:

42.39.1 **Nominal** (base) salary

42.39.2 **Market** or salary differentials

42.39.3 **Total Salary Mass** does not include the following:

42.39.3.1 Other forms of additional pay (e.g. CRC stipends, administrative stipends, retention awards, University Professor stipend, Burnaby Mountain Endowed Stipend, Faculty Teaching Fellow stipend, etc.)

42.39.3.2 Faculty who do not otherwise participate in the biennial salary review (e.g. 100% LTD, secondment to senior administrative roles)

42.40 **Assigned Step Award (ASA):** In each biennial review, a Member is recommended for a step award in each of two years, as outlined in Article 33: Biennial Reviews and Step Awards (Research and Teaching Faculty). In the case of promotion, the Member is assigned a step award for the second year following promotion.

42.40.1 In the case of Librarian/Archivist Members, the ASA for eligible Members is 1.25. Librarian/Archivist Members with less than six months service, or those with an unsatisfactory annual performance review, or those receiving a first year promotion award are ineligible.

42.40.2 To compute the value of a step award:

42.40.2.1 Compute the total salary mass (TSM) on September 2nd of the prior year. Increase by the amount of any GWI (including ESD increases) that will take place prior to September 1st of the current year.
42.40.2.2 The Progress Through the Ranks Pool (PTRP) is x% of 42.40.2.1. The value of 42.40.2.1 will reach 2.5% by the end of this Agreement according to the schedule below, and will remain at that figure unless otherwise negotiated.

<table>
<thead>
<tr>
<th>Year</th>
<th>X%</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017</td>
<td>2.3</td>
</tr>
<tr>
<td>2018</td>
<td>2.4</td>
</tr>
<tr>
<td>2019</td>
<td>2.5</td>
</tr>
</tbody>
</table>

42.40.2.3 The First Year Promotion Award Pool (FYPAP) is the monetary value of the total steps awarded upon promotion.

42.40.2.4 The Step Award Pool (SAP) is the amount in 42.40.2.2 less 42.40.2.3.

42.40.2.5 Compute the total step equivalents (TSE) as the sum of the following for Members who are not in the first year of promotion:

- **42.40.2.5.1** Members whose nominal salary is at or below the breakpoint of the rank contribute $1 \times ASA$ to the TSE.
- **42.40.2.5.2** Members whose nominal salary is above breakpoints but less than the ceiling of the rank contribute $1 \times ASA \times 0.6$ to the TSE.
- **42.40.2.5.3** Members at ceilings of all ranks except for those Members at or above the ceiling of the Professor or University Lecturer rank contribute $0 \times ASA$ to the TSE.
- **42.40.2.5.4** Members at or above the ceilings of the Professor and University Lecturer rank who receive 1.0 step award or less contribute $0 \times ASA$ to the TSE.
- **42.40.2.5.5** Members at or above ceilings of Professor and University Lecturer who receive 1.5 step award contribute $1.5 \times 0.6$ to the TSE.
- **42.40.2.5.6** Members at or above ceilings of Professor and University Lecturer who receive 2.0 step award contribute $2 \times 0.6$ to the TSE.

42.40.2.6 Regular Step amount (RSA) is computed as SAP / TSE. Modified-step amount (MSA) is $0.6 \times RSA$.

42.40.3 The PTRP will be allocated to Members' nominal salary as follows:

- **42.40.3.1** Members in the first year of a promotion receive their First Year Promotion Award.
- **42.40.3.2** Members whose nominal salary is at or below the breakpoint of a rank will have their nominal salary increased by their step award $x \times RSA$. 

July 1, 2014 – June 30, 2019
42.40.3.3 Members whose nominal salary is above the breakpoint but below the ceiling of their rank will have their nominal salary increased by the step award \times \text{MSA}.

42.40.3.4 If the new nominal salary is above the ceiling of a rank, the nominal salary will be set to the ceiling. Members whose nominal salary is at the ceiling of their rank (except for Professor or University Lecturer as in 42.40.3.5) have no change to their nominal salary.

42.40.3.5 In the case of Members in the Professor or University Lecturer rank who received a step award of 1.5 or higher, the nominal salary will be increased by the step award \times \text{MSA} and may pierce the ceiling.

42.40.3.6 Members whose nominal salary is at the ceilings of the Professor and University Lecturer rank who received a 1.0 or less step award have no change to their nominal salary.

Salary Anomalies

42.41 Consideration of salary anomalies may occur at any time, but Members are not permitted to apply more than once in any five-year period.

42.42 To initiate a salary anomaly consideration, a request, in the form of a memo, should be sent to the Chair outlining the reasons that a Member believes their salary is anomalous.

42.43 Salary anomaly considerations may also be initiated by the Department Chair or the Dean. If the request is initiated by the Department Chair, the Member should have the opportunity to comment on the request. If the request is initiated by the Dean, the Chair (or TPC Chair in a non-departmentalized faculty) and the Member should have the opportunity to comment on the request. In order to address anomalies, extra steps may be awarded (anomaly steps). The Chair and the Dean should include any recommendations they may have for addressing the anomaly.

42.44 The submissions should be forwarded to the Vice-President, Academic who will consider the request and who will make a recommendation to the President.

Market Differentials

42.45 The University may, between January 1, 2017 and the expiry of this Agreement, expend for new Members an amount equivalent to no more than 14% of the total salary of new hires in any one calendar year to supplement salaries with market differentials.

42.46 Parameters for market differentials are to be established by Faculty Deans annually in each unit on the basis of department, discipline or sub-discipline following consultation with the units. Deans will take these parameters into account when establishing salaries for new appointments. Deans are responsible for ensuring equity across the unit.

42.47 A Market Differential Review Committee (the Committee), appointed by and advisory to the Vice-President, Academic, will be charged with assessing specific existing and proposed market differential parameters established by different units applicable to hiring in the various disciplines and sub-disciplines of the University on a biennial basis. The Committee will be composed of two members appointed from among the deans and chairs and two members appointed from the faculty. The Vice-President, Academic will
appoint the four members after consultation with the Association. Normally, appointments will be made for two-year terms. The terms of the initial appointees will be staggered to provide continuity.

42.48 Before the Faculty Renewal Report is submitted to the Board of Governors each year, the Committee will conduct a review of relevant market conditions and will make recommendations to the Vice-President, Academic if, in the light of its findings, the Committee believes that changes in existing market differentials used in hiring are warranted.

42.49 Any market differential that is to be paid will be stated in the letter of appointment. A market differential will be expressed in terms of dollars and is subject to the across-the-board salary scale increases except as noted below. A faculty member who has a salary with a market differential will receive step awards as appropriate to the salary without the market differential.

42.50 The market differential of a Member will be incorporated into regular salary upon promotion to a terminal rank (Professor, University Lecturer, Librarian 4 or Division Head). In cases where the incorporated salary exceeds the breakpoint of the scale for the new rank, the amount in excess of the breakpoint will be termed a “salary differential” and will be ineligible for across-the-board increases.

42.51 By April 15th of each year the University will provide the Association with a summary of the previous calendar year’s Market Differential awards.

Retention Awards

42.52 The University may, between January 1, 2017 and the expiry of this Agreement, expend an amount equivalent to no more than 0.5% of total salary mass, calculated as of the previous September, per calendar year for new or renewed retention awards.

42.53 Retention awards will not form part of the base salary of the Member.

42.54 Retention awards are intended to minimize the loss of key bargaining unit Members to other universities or to other employment in the private and public sector, and to retain Members whose contributions to the University are relatively undervalued as a result of salary compression and/or salary inversion.

Procedures for Determination of and Implementation of Retention Awards

42.55 A Member may apply or be nominated by their Chair for a retention award if they meet at least two of the following criteria:

42.55.1 They have a record of outstanding achievement, as documented in their promotion and salary review history and/or other documentation, in at least one of the following areas: research, teaching or service/leadership.

42.55.2 The Member plays an integral role in the department and/or the faculty or university as a whole and is central to the unit’s ability to realize its strategic vision/academic plan.

42.55.3 The Member has achieved a high profile within their area of expertise and is likely to be recruited by another university or employer. This risk may be exacerbated by a shortage of qualified candidates in certain areas.
42.56 The application/nomination will be considered by the TPC and a recommendation by the Chair will then be forwarded to the Dean, with a copy to the Member.

42.57 The Dean will review the department's recommendation and any response from the Member and forward it and their own recommendation (copied to the Member) to the Vice-President, Academic.

42.58 A copy of the Vice-President, Academic's decision, with reasons, will be sent to the Member and copied to the Dean and the Chair.

42.59 If a Member who applies for or is nominated for a retention award is unsuccessful, they cannot reapply until at least a full year from the date of the final decision has elapsed. A Member who receives a retention award is ineligible to seek an adjustment to that award.

42.60 A retention award will take the form of a salary supplement for a three to five year period.

42.61 A Member with a retention award will receive step awards as appropriate to the salary without the retention award.

42.62 A Member may hold no more than one retention award at any time.

42.63 A Member may reapply or be re-nominated for a retention award during the last year that they hold such an award.

42.64 Subsequent awards may be established at a level different than any initial award.

42.65 The Vice-President, Academic is responsible for ensuring equitable distribution of retention funds across the faculties.

42.66 An annual report on the allocation of the previous year's retention awards will be provided to the Association by April 15th of each year.

**Awards for Chairs, Fellows, and Professorships**

42.67 In exceptional cases, Members may be nominated for Chairs (including Canada Research Chairs and other special Chairs), Fellowships, or Professorships. Such awards may include salary supplements and/or research support.

42.68 The Vice-President, Academic will review nominations for these positions and will make recommendations to the President regarding appointment.

42.69 Upon appointment, the Vice-President, Academic will notify the Association of the appointment, setting out the term of the appointment and any salary supplement or research support provided.

42.70 The salary supplement and/or research grants provided will end upon conclusion of the appointment as University Chair/Fellow/Professorship at which time the Member's salary will revert to the academic salary level without the supplement.

42.71 The appointment as University Chair/Fellow will not continue when the Member leaves their academic position at Simon Fraser University.
Article 43: Economic Benefits

General

43.1 Participation in all benefit plans (except Accidental Death and/or Dismemberment Insurance, Basic Life Insurance, Long Term Disability, Pension and Travel Accident Insurance) requires the employee to make application to Human Resources.

Definitions

43.2 “Dependent” means any unmarried child under 21 years of age who is living with and is financially dependent on the employee or spouse; any unmarried child under 25 years of age in full-time attendance at a recognized educational institution; any unmarried handicapped child of any age who is living with and is financially dependent on the employee and/or spouse and is incapable of self-sustaining employment. Child means a person born to the employee or spouse or a stepchild, legally adopted child, or legal ward, but not a foster child.

43.3 “Faculty” means full-time and part-time employees in the following categories, including clinical and professional practice appointments: Laboratory Instructors, Instructors, Assistant Professors, Associate Professors, Professors, Lecturers, Senior Lecturers, University Lecturers, Librarians and Archivists.

43.4 “Long Term” means full-time and part-time employees in the following categories, including clinical and professional practice appointments: Instructors, Assistant Professors, Associate Professors, Professors, Laboratory Instructors, Lecturers, Senior Lecturers, University Lecturers, Librarians and Archivists on continuing or probationary appointments; Limited Term Faculty, Librarians, Archivists and Laboratory Instructors who have an appointment of more than one year.

43.5 “Post Retirement Contract Employees” means Association Members on post retirement contracts.

43.6 “Recurring Limited Term” (RLT) means full-time and part-time employees who have held Association bargaining unit appointments totaling at least one year over a four-year period. RLT status will be maintained during any subsequent appointment, except if more than four years have elapsed since the end of the last appointment. For one year after the end of an appointment, RLT employees will be eligible to maintain their membership in medical, extended health and dental plans at their own expense. Appropriate prepayment arrangements will need to be made prior to the end of their employment.

43.7 “Retirees” means former Members of the Association who have retired.

43.8 Short-Term means full-time and part-time employees in the following categories: Limited Term Faculty, Librarians and Laboratory Instructors, any of whom are on appointment of one year or less. In the event that an employee originally appointed for a term of one year or less in any of the above categories is reappointed so that the total length of continuous appointment is more than one year, the employee will start receiving the benefits as though they were a long term employee when they have completed one year's service, but this will not be retroactive to the initial year of service.