POLICY 8.4 – Group Representation

Policy Category: Personnel – Select Administrative Group Employees (SAGE)
Effective Date: September 10, 1999
Revised: (NEW)

POLICY

Select Administrative Group Employees’ representative(s) means an employee(s) who has been duly authorized to represent the Select Administrative Group Employees (SAGE) with respect to matters related to these Policies and shall include employee(s) appointed by SAGE.

1.00 SAGE shall provide to UWO the names of its representative(s) authorized to represent it in its relationship with UWO.

2.00 UWO agrees to recognize one representative and one alternate representative who will be authorized to represent SAGE. The alternate representative may only act in the absence of the first representative. SAGE will provide UWO with the names of these representatives. SAGE will advise UWO of any changes to the designated representatives as they occur.

3.00 The representative(s) shall not lose pay or benefits during any or all meetings with UWO held during an employee’s regular working hours.

4.00 All correspondence between UWO and SAGE relating to matters covered by these Policies shall be sent to the attention of the representative.

5.00 All employees will be entitled to two (2) hours without loss of pay or reduction in benefits, up to four times per calendar year, to attend SAGE general membership meetings.

6.00 Representative(s) of SAGE shall be entitled to one (1) hour twice per month, away from work, without loss of pay or reduction of benefits, for the purpose of attending meetings related to SAGE business.

7.00 UWO shall print copies of these Policies and distribute one to each SAGE employee and their Supervisor and/or Budget Unit Head. The cost of this printing shall be paid by UWO.