

Memorandum of Understanding

Between:

The University of Lethbridge Faculty Association
("Association")

-and-

The Governors of the University of Lethbridge
("Board")

In consideration of the Memorandum of Agreement on the creation of an Academic Benefits Working Group and the recommendations of the Academic Benefits Working Group that a Joint Group Benefits Committee be created;

The Parties agree to the following:

1. A Joint Group Benefits Committee shall be created effective December 1, 2022.
2. The Joint Group Benefits Committee shall have the Terms of Reference as attached at Schedule A.



For the Association



For the Board

November 29, 2022

Date

November 30, 2022

Date

Schedule A

Terms of Reference for the Joint Benefits Committee

Mandate and Scope:

The Committee will meet to engage in open and constructive dialogue on matters of interest regarding benefits provided to academic staff, including extended health benefits, dental benefits, vision benefits, the Employee and Family Assistance Program, life insurance, long term disability insurance, health and wellness accounts and optional accidental death and dismemberment insurance.

During an annual cycle, the Committee shall normally:

- Monitor existing benefit plans offered to academic staff.
- Assess relevance of different benefits to academic staff.
- Consider new benefit plan designs for academic staff.
- Recommend to the parties to collective bargaining of the Academic Staff Collective Agreement changes in benefit plans.
- Consider and attempt to resolve concerns raised by ULFA or the Board, which have been shared to either Party from academic staff with respect to their benefits.
- Communicate with academic staff on issues related to benefit plan costs and management to assist with knowledgeable and effective use of benefits.
- Explore options to achieve an effective balance of comprehensive coverage for academic staff, financial sustainability of the plans, and the judicious use of benefits.
- Receive information on group benefits including costings, usage and financial reports.

The Committee does not participate in decision-making concerning benefits.

Membership:

The Committee shall be comprised of:

- three (3) persons representing the Board of Governors of the University of Lethbridge (Board)
- three (3) persons representing the University of Lethbridge Faculty Association (Association).

Each party shall set the term of membership for their three committee members.

At least two (2) Committee members from each party must be present at each meeting.

Board or Association committee members may invite a note taker to assist them in the meetings.

Meetings:

Meetings shall be scheduled through the Office of the Associate Vice-President, Human Resources and the Association.

The Parties will endeavour to schedule meetings so that all committee members may participate.

The Committee shall meet for at most 90 minutes four (4) times each year. Special meetings may be called by either Party, as may be reasonably needed, to address emergent or urgent issues.

The Committee will consider the workload required of the Committee members and endeavour to reasonably and fairly allocate workload to Committee members outside of committee meetings.

Reporting:

The Committee shall report in writing at least once annually to the Board and the Association on the activities of the Committee.