

CENTRAL PAY EQUITY PLAN

FIRST POSTING

INTRODUCTION

The following document provides CULEU Webster, CULEU Vanier,, CUSSU Trades , Maintenance Distribution, CUSSU Trade of Maintenance Worker of Loyola Campus, CUSS-TS members with a report of the work completed by the Central Pay Equity Committee.

The objective of the Pay Equity Act is to redress differences in compensation (if any), due to the systemic gender discrimination concerning the persons who occupy positions in **predominantly female job classes** (section 1).

DEFINITIONS

Job classes (section 54): Positions that have similar duties or responsibilities, similar required qualifications and the same remuneration, that is, the same rate or scale of compensation.

Gender representation (section 55): A job class shall be considered predominantly female or predominantly male if 60% or more of the positions in that class are held by employees of the same sex.

EMPLOYER'S OBLIGATIONS

According to the Pay Equity Act, Concordia University has the responsibility to establish and implement the Pay Equity Plan by **November 21, 2001**. Concordia University has set up a Central Pay Equity Committee in order to enable employees to participate in establishing the Pay Equity Plan, as provided in the law. The Committee members are:

- Mr. Bob Wrightson
- Mr. Jacques Castelletti
- Mr. Denis Dumont
- Ms. Danielle Carter
- Mr. Alex Olynyk
- Ms. Irene Fernandez
- Mr. Robert Lacasse
- Serge De Gagné of Aon act as advisors to the Committee
- Ms. Nicole Saltiel, Chair of the Central Pay Equity Committee
- Ms. Melanie Drew

THE PROCESS

Meetings were held from March to December to do the following work:

- Creation of the Committee and adoption of work rules
- Training of the Committee
- History and review of current pay system
- Review of responsibilities and duties
- Review of number of incumbents, identification of job classes gender, qualifications and compensation
- Decision on jobs to be evaluated
- Design of the job evaluation questionnaire

IDENTIFICATION OF PREDOMINANTLY FEMALE JOB CLASSES AND PREDOMINANTLY MALE JOB CLASSES

See Appendix

DESCRIPTION OF THE EVALUATION METHOD AND PROCEDURE

A. Evaluation method : Factors and sub-factors used for evaluation

The Central Pay Equity Committee has determined the evaluation factors that have been selected in order to establish the relative value of predominantly female and male jobs. The selected factors are the following:

Factor 1 – Skill

Subfactors

1. Education
- 2.A Experience
- 2.B Competency Card
3. Co-ordination and dexterity
4. Language knowledge

Factor 2 – Responsibilities

Subfactors

5. Autonomy
6. Communications
7. Accountability
8. Safety of others
9. Confidentiality
10. Co-ordination and supervision

Factor 3 - Effort

Subfactors

11. Sensory effort
12. Physical effort
13. Complexity

Factor 4 – Working conditions

Subfactor

14. Inconveniences

**APPENDIX
PREDOMINANTLY MALE JOB CLASS**

CUSEU - Maintenance, Loyola		Rates as of January 1, 2000
Job class 1	Electrician* I	\$18.74
	Plumber	\$18.74
Job class 2	Carpenter * J	\$17.01
	Locksmith	\$17.01
Job class 3	Bus driver	\$16.02
	Cleaner	\$16.02
	Groundsperson * K	\$16.02
Job class 4	Cleaner * L	\$14.30
	Groundsperson	\$14.30

CUSEU - Trades, Maintenance, Distribution		
Job class 5	Shift Engineman * A	\$18.78
	Driver/Moving Coordinator	\$18.77
Job class 6	Apprentice Electrician	\$18.74
	Controls Technician	\$18.74
	Electrician	\$18.74
	Licensed Apprentice Plumber	\$18.74
	Maintenance Mechanic	\$18.74
	Mechanical Technician * B	\$18.74
	Plumber	\$18.74
Refrigeration Mechanic	\$18.74	
Job class 7	Carpenter Cabinet Maker	\$18.16
	Master Locksmith * C	\$18.16
Job class 8	Stationary Engineman * D	\$17.57
Job class 9	Carpenter ⁽¹⁾	\$17.01
	Handyman	\$17.01
	Locksmith	\$17.01
Job class 10	Painter * E	\$16.73
	Apprentice Refrigeration	\$15.89
	Truck Driver	\$15.88
	Apprentice Painter	\$15.56
Job class 11	Receiving Clerk * F	\$14.97
Job class 12	Receiver Shipper * G	\$14.12
Job class 13	Truck Helper * H	\$13.58

The * asterisk identifies the job that will be evaluated in the category.

⁽¹⁾ This job is evaluated in job class 2.

**APPENDIX
CUUSS-TS
PREDOMINANTLY MALE JOB CLASS**

Technicians in Group T run laboratories and workshops and give instruction to groups of students

Job Title **Maximum rate as of January 1, 2000**

T-I **\$24.29**

Painting & Drawing Technician
Photography Laboratory Technician
Senior Technician, Studio Arts
Fibers Workshop Technician *
Ceramics Workshop Technician
Chemistry Laboratory Technician
Studio Arts Workshop Technician
Biology Laboratory Technician
Sculpture Laboratory Technician

T-II **\$21.74**

Biology Laboratory Technician
Exercise Science Technician *
Biology Laboratory Technician

The * asterisk identifies the job that will be evaluated in the category.

**APPENDIX
CUUSS-TS
PREDOMINANTLY MALE JOB CLASS**

Technicians in Group 1 work in laboratories and workshops and have limited contact with the public

Job Title **Maximum rate as of January 1, 2000**

Group 1-I **\$24.29**

Machine Shop Technician
Audio-Visual Repair Shop Technician
Television Studio Technician
Communications Studies Equipment Technician *
Studio Arts Laboratory Technician
Chemistry Laboratory Technician
Technical Supervisor – Cinemas
Mechanical Engineering Technician
Design Art Workshop Technician
Geology Technician
Civil Engineering Laboratory Technician
Science Technology Laboratory Technician
Music Instrument Technician
Building & Civil Engineering Technician
Printmaking Shop Technician

Group 1-II **\$21.74**

Print Media Technician
Commerce Microcomputer Technician
Concert Hall Technician
Theatre Technician
Physical Resources Cad Technician
Mechanical Engineering Technician *
Office Technology Consultant
Television Studio Technician
Projectionist
Design Art Technician
Stage Technician
Chemistry Laboratory Technician
Environmental Health and Safety Technician

The * asterisk identifies the job that will be evaluated in the category.

**APPENDIX
CUSS-TS
PREDOMINANTLY MALE JOB CLASS**

Technicians in Group 2 work with computers and other equipment and have contact with students, staff & faculty

Job Title **Maximum rate as of January 1, 2000**

Group 2 – I **\$24.29**

Media Laboratory Technician *
Senior Computer Technician
Electrical Engineering Technician
Building Engineering Equipment
Audio-Visual Equipment Technician
Vice Rector Research Technician
Continuing Education Computer Technician
Information and Instructional Technology Services
Computer Data Technician
Psychology Technician
Communications Studies Equipment Technician
Electrical Engineering Technician

Group 2 –II **\$21.74**

Civil Engineering Laboratory Technician
Bookstore Computer Technician
Information and Instructional Technology Services
Computer Laboratory Technician
Computer Science Laboratory Technician
Information and Instructional Technology Services
Data Communications Technician
Library Computer Technician *
Electrical Engineering Workshop Technician
Media Laboratory Technician
Fine Arts Laboratory Technician
Archives Media Technician
Sound Studio Technician
Building Engineering. Workshop Computer Technician
Psychology Laboratory Technician

The * asterisk identifies the job that will be evaluated in the category.

**APPENDIX
CUUSS-TS
PREDOMINANTLY MALE JOB CLASS**

Technicians in Group 3 work in front line areas and deal with customers and equipment

Job Title **Maximum rate as of January 1, 2000**

Group 3 – I **\$24.29**

Hall Building Equipment Depot Technician
Loyola Equipment Depot Technician *
Education Computer Laboratory Technician
Concert Hall Technician
Audio-Visual Computer Equipment Technician
Visual Arts Sound Studio Technician
Equipment Technician
Cinema Equipment Technician

Group 3- II **\$21.74**

Visual Media Technician *
Visual Arts Depot Technician
Loyola Depot Technician
Cinema Depot Technician
Film Technician

The * asterisk identifies the job that will be evaluated in the category.

**APPENDIX
CULEU Webster and Vanier
PREDOMINANTLY FEMALE JOB CLASS**

Job Title	
<i>Category 1: Supervisors and Specialized Technicians</i>	
LA-D Unit Supervisor * A	\$19.54
LA-D Non-Supervisor	\$19.54
<i>Category 2: Collection Services Assistants</i>	
LA-C Inventory Database Assistant.	\$17.66
LA-C Accounts Assistant	\$17.66
LA-C Bibliographic Search Assistant	\$17.66
LA-C Cataloguing Assistant * B	\$17.66
LA-C Standing Orders Assistant	\$17.66
<i>Category 3: User Services Assistants</i>	
LA-C Circulation Assistant	\$17.66
LA-C InterLibrary Loans Assistant * C	\$17.66
LA-C Stacks Assistant. Supervisor	\$17.66
LA-C Centre for Building Studies Reference Assistant	\$17.66
LA-C Government Documents Assistant	\$17.66
LA-C Periodicals & Media Services Assistant	\$17.66
LA-C Reference Assistant	\$17.66
<i>Category 4: Secretaries and Administrative. Services Assistant</i>	
LA-C Budget/Purchasing/Facilities Assistant.	\$17.66
LA-C Personnel Assistant	\$17.66
LA-C Secretary * D	\$17.66
<i>Category 5: Access Services, Periodicals & Media Services, Government Information Services, Information Services Clerks and InterLibrary Loans Clerks</i>	
LA-B Periodicals & Media Services Clerk * E	\$15.96
LA-B Reference Clerk	\$15.96
LA-B Government Documents Clerk	\$15.96
LA-B Circulation/Stacks Clerk	\$15.96
LA-B InterLibrary Loans Clerk	\$15.96
<i>Category 6: Cataloguing, Acquisitions and Binding Clerks</i>	
LA-B Acquisitions Clerk * F	\$15.96
LA-B Database Maintenance Clerk	\$15.96
LA-B Binding Clerk	\$15.96
LA-B Collection Refurbisher	\$15.96
<i>Category 7: Access Service Shelters</i>	
LA-A Stack Attendant * G	\$14.74
LA-A Item Control Clerk	\$14.74
LA-A Processor	\$14.74
LA-A Mail Clerk	\$14.74

The * asterisk identifies the job that will be evaluated in the category.