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ABSTRACT

The report details, in tabular form, non-pension benefits offered by each of 17 Ontario universities. These include: supplementary health insurance; long term disability; sick leave entitlement; sick leave-benefits continuance; long term disability-benefits continuance; life insurance; survivor benefit; dental plan; post-retirement benefits; vacation entitlement; sabbatical leave policies; housing loan (mortgage) policies; free tuition policies; parking policies; access to athletic facilities; daycare; accidental death and dismemberment insurance; and maternity leave policy. (DB)

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ONTARIO UNIVERSITIES BENEFITS SURVEY 1990-91

Part I Benefits Excluding Pensions

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COUNCIL OF
ONTARIO
UNIVERSITIES
CONSEIL DES
UNIVERSITÉS
DE L'ONTARIO

ONTARIO UNIVERSITIES BENEFITS SURVEY, 1990-91

Part I

Benefits Excluding Pensions

Prepared by:

**Council of Senior Administrative Officers
Universities of Ontario**

On behalf of:

**Ontario Association of
University Personnel Administrators**

**Ontario Confederation of
University Faculty Associations**

Council of Ontario Universities

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GENERAL BENEFITS QUESTIONS

DO YOU SELF-ADMINISTER YOUR INSURANCE PLANS?

All institutions administer their own insurance plans.

HOW DO YOU COMMUNICATE YOUR BENEFIT PROGRAMS TO EMPLOYEES?

TYPES

<u>Personal Statement of Benefits</u>	<u>Formal Booklets or Brochures</u>	<u>Benefit Summaries</u>	<u>Benefits Orientation Meetings & Seminars</u>	<u>Individual Counselling</u>	<u>Other</u>
<u>BROCK</u> Annually	On Appointment & as updated	Annually	Upon appointment	Pre-Retirement or as requested	---
<u>CARLETON</u> Annually	On Appointment & as updated	On Request	On Appointment & on request	On Request and Prior to Retirement	Periodically through Personnel Office Newsletter
<u>GUELPH</u> Annually	On Appointment	On appointment, and as requested	Conducted with each new and retiring employee, as well as on request.	Conducted with each new and retiring employee, as well as on request.	Annual employee Pension & Benefit statement provided. Campus Newspaper. Annual Retirement Planning Seminar.
<u>LAKEHEAD</u> Annual for Pension Only	On Appointment	On Appointment	---	As Requested by Employee	Periodic updating and redistribution of benefit booklets and benefit change notices
<u>LAURENTIAN</u> Annually	On Appointment	Annually	---	As Requested by Employee	---
<u>MCMASTER</u> Annually	On Appointment	On Appointment	On Request	On Request and prior to retirement	Formal Pre-retirement counselling program introduced 1983
<u>O.I.S.E.</u> As requested	On Appointment	On Appointment	On appointment and ongoing programs	As requested	Periodic updating of benefit booklets

HOW DO YOU COMMUNICATE YOUR BENEFIT PROGRAMS TO EMPLOYEES?

	<u>TYPES</u>				
<u>Personal Statement of Benefits</u>	<u>Formal Booklets or Brochures</u>	<u>Benefit Summaries</u>	<u>Benefits Orientation Meetings & Seminars</u>	<u>Individual Counselling</u>	<u>Other</u>
<u>OTTAWA</u> Annually	On Appointment and with general updates	On Appointment	On Request	On Request and pre- and post-retirement seminars	Employee Benefit statement. New pension disclosure pamphlet. Complete Employee Handbook
<u>QUEEN'S</u> Annually	On Appointment	On Appointment	On Appointment and on request	On request and prior to retirement	Annual Pensions Meeting, periodic communications and retirement planning seminars, booklets, newsletter three times a year.
<u>RYERSON</u> Annually Pension Only	On appointment	On request	Part of orientation program held monthly and on request	On Appointment	Periodically through University paper and Human Resources bulletins
<u>TORONTO</u> Annually	On Appointment On Request	On Appointment On Request	On Appointment: Conducted with new and retiring employees; benefits information sessions on department request	As Requested and Prior to Retirement	Periodically through University paper and annual benefit change letter
<u>TRENT</u> Pension (annually) Other benefits (periodically)	On Appointment On Request	Included in Staff Association Agreement and Faculty contract	On Appointment and when coverage changes	On Request	Periodically Through University Paper and Benefits Bulletins
<u>WATERLOO</u> Annually	On Appointment	Annually	On Appointment	On Request	Periodically Through University Paper, Personnel Newsletter

HOW DO YOU COMMUNICATE YOUR BENEFIT PROGRAMS TO EMPLOYEES?

TYPES

<u>Personal Statement of Benefits</u>	<u>Formal Booklets or Brochures</u>	<u>Benefit Summaries</u>	<u>Benefits Orientation Meetings & Seminars</u>	<u>Individual Counselling</u>	<u>Other</u>
<u>WESTERN</u> Annually	On Appointment	---	On Appointment	On Appointment and Prior to Retirement	Annual Pension Meetings and Periodic Communications
<u>W.L.U.</u> Annually	Annual	Annual	As Required	On Appointment	Periodic Benefits Bulletins
<u>WINDSOR</u> Annually	On Appointment	On Appointment	On Appointment & seminars	On Request	Annual Benefit Statement
<u>YORK</u> Annually	On Appointment	Annually	On Appointment + seminar	On Request	Periodically through benefit bulletins

ARE YOU PLANNING ANY CHANGES TO YOUR BENEFITS PLANS THIS NEXT YEAR EITHER IN THE BENEFITS THEMSELVES OR IN THE COST SHARING ARRANGEMENTS?

BROCK

Considering an early retirement program for faculty and have agreed to an increase in the University contribution to Money Purchase Pensions from 6% to 3% to be effective 1 July 1991.

CARLETON

No

GUELPH

Continuing Faculty-Staff Committee to review Pensions & Benefits.

LAKEHEAD

A substantial revision to the pension plan for academic and professional staff is in progress; considering a voluntary early retirement program for faculty; review LTD.

LAURENTIAN

No

MCMASTER

Reviewing Group Life to ensure competitiveness and flexibility.

O.I.S.E.

Faculty - To be negotiated

Support Staff - To be negotiated

OTTAWA

No major changes planned for 1990. Feasibility study of flexible benefits may be undertaken; consideration of changes to U.I.C.

QUEEN'S

Under Review

RYERSON

NONE

TORONTO

Review all benefit plans to ensure competitiveness and flexibility.

TRENT

Changes to benefit plans and cost sharing arrangements are negotiated

ARE YOU PLANNING ANY CHANGES TO YOUR BENEFITS PLANS THIS NEXT YEAR EITHER IN THE BENEFITS THEMSELVES OR IN THE COST SHARING ARRANGEMENTS?

WATERLOO

- 1) Adjusting the LTD max. benefit from \$4000 to \$5000 per month.
- 2) Sick leave for full and part-time employees.
- 3) Maternity leave benefit, parental leave to comply with legislation.
- 4) Tuition assistance for regular part-time with at least 1/3 annual commitment.

WESTERN

Long term disability C.O.I.A. increases from 3% to a max. of 6% for some employees. Increased visioncare max. for some employees. Increased employer Pension Contributions - contributions after 10 yrs. and 20 yrs. service.

WLU

YES - moving dental to 1989 ODA fee.

WINDSOR

NONE

YORK

Changes to benefit plans are negotiated

DO YOU PROVIDE ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE ON A VOLUNTARY BASIS OR THROUGH YOUR LIFE INSURANCE CONTRACT

BROCK

AD & D is compulsory at same volumes of insurance as basic life insurance but a separate policy.

CARLETON

No

GUELPH

No

LAKEHEAD

On a voluntary basis

LAURENTIAN

AD & D is compulsory but not through the life insurance contract

MCMASTER

On a voluntary basis

O.I.S.E.

Through life insurance contract - slight variation in maximum, coverage is compulsory

OTTAWA

On a voluntary basis

QUEEN'S

No

RYERSON

On a voluntary basis

TORONTO

No

TRENT

Life Insurance and survivor income through group life policy; death benefit through pension plan. No dismemberment insurance

DO YOU PROVIDE ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE ON A VOLUNTARY BASIS OR THROUGH YOUR LIFE INSURANCE CONTRACT?

WATERLOO

No

WESTERN

On a voluntary basis

WLU

On a voluntary basis

WINDSOR

Through group life contract - Citadel General

YORK

On a voluntary basis

PLEASE DESCRIBE YOUR MATERNITY LEAVE POLICY FOR STAFF AND FACULTY

BROCK

Staff:

Provisions for Maternity Leave are set out in the Employment Standards Act (Ontario) which provides for leave without pay for a period of 17 weeks.

A staff member who has been employed for one year and eleven weeks is entitled to return to her previous position or a position of a comparable nature without a reduction in salary. The staff member may initiate the leave within eleven weeks of the expected date of delivery. She must provide two weeks written notice of her intention to take the leave and provide the university with a doctor's statement which sets out the expected date of delivery.

She may not return to work for a period of six weeks following delivery unless her doctor provides written consent to return within the six week period. The University may provide extensions to the above periods of leave as they are requested and if they are reasonable under the circumstances.

Benefits:

Maternity leave will not affect fringe benefits. Arrangements will be made to have all fringe benefits continue during the period of leave, and the University will make its contributions as usual.

Salary:

Current salary will continue for two weeks of maternity leave, and 95% of current salary (less U.I.C. maternity leave benefits) will be provided for up to 15 additional weeks. In the case of medical complications, the employee should apply for sick leave pay and/or long term disability pay.

Faculty:

Eligibility: Those eligible for maternity leave must be full-time faculty employed for 12 months per year and continuously employed at Brock University for at least 12 months.

Length of Leave:

Normally, leave will be granted for a maximum period of seventeen weeks. Leave may voluntarily be shorter than this period, although if a woman wishes to work before six weeks' post-delivery, a medical certificate is required. If the Pregnancy results in medical complications, leave will be extended, but will not exceed six months in total.

Distribution of Leave:

The employee is entitled to begin her maternity leave at any time within eleven weeks before the expected date of birth. She must, however, give the University three months' notice in writing of the date upon which she intends to begin her leave and a medical certificate indicating the expected date of birth. She is entitled to a fixed minimum post-natal leave of six weeks after the actual date of the birth or ending after no more than seventeen weeks from the beginning of the leave, whichever is later.

Tenure, Promotion and Merit:

In view of the fact that a maternity leave may reduce the faculty member's time for research and other duties, and hence place her in an unfavourable position with respect to a pending tenure or promotion decision, it is recommended that such decisions may be postponed for a maximum one year at the faculty member's request, regardless of the number of leaves taken during that period. Merit rating decisions shall ignore the period during which a faculty member is on maternity leave.

Benefits:

Maternity leave will not effect fringe benefits. Arrangements will be made to have all fringe benefits continue during the period of leave, and the University will make its contributions as usual.

Salary:

Current salary will continue for two weeks of maternity leave, and 95% of current salary (less U.I.C. maternity leave benefits) will be provided for up to 15 additional weeks. In the case of medical complications, the faculty member should apply for sick leave pay and/or long term disability pay.

Parental Leave:

Either parent of a child is entitled to up to 10 weeks leave without pay in accordance with changes to the Unemployment Insurance Act.

PLEASE DESCRIBE YOUR MATERNITY LEAVE POLICY FOR STAFF AND FACULTY

CARLETON

Faculty:

An employee shall upon applications be granted maternity leave subject to the following conditions:

- (a) Application for maternity leave shall be made fifteen (15) weeks prior to the expected termination of the employee's pregnancy and shall be supported by a certificate from a qualified member of the medical profession.
- (b) The employee shall have the right to continue her regular duties during pregnancy.
- (c) All female members shall be eligible after the first year of their employment with the University.
- (d) The maximum period of maternity leave shall be seventeen (17) weeks. If additional time is required the employee may apply for leave without pay pursuant to Article 20.1.
- (e) For the first twelve (12) weeks (or less if the leave is of shorter duration) of maternity leave the employee shall continue to receive her regular salary. The employer shall maintain regular contribution to her benefit plan.
- (f) For the last five (5) weeks (or less if the leave is of duration shorter than seventeen (17) weeks) of maternity leave the employee and the employer shall continue to pay their respective shares of the cost of maintaining the employee's membership in the University's benefit plans.
- (g) Maternity leave shall count as time worked when calculating such items as sabbatical entitlement, years to tenure, promotion and credited service for the Retirement Plan.
- (h) On returning from maternity leave the employee shall be placed in her former position or in a position equivalent to her former position with no loss of seniority.
- (i) The employee shall advise her immediate supervisor of her intention to return at least two (2) weeks prior to the intended date of return.

As an alternative to (e) & (f) above the employee may elect benefits as follows:

- (i) for the first two (2) weeks, the employer will pay 95% of the employee's regular salary;
- (ii) for the next fifteen (15) weeks, the employee will claim maternity benefits pursuant to the Employment Insurance Act and Regulations;
- (iii) in addition, the employer will pay the difference between the benefits set out in (ii) above and 95% of the employee's regular salary;
- (iv) the employee and the employer shall continue to pay their respective shares of the cost of maintaining the employee's membership in the benefit plans;
- (v) the combined weekly level of Unemployment Insurance Benefits, Supplemental Unemployment Benefits, and any other earnings will not exceed 95% of the employee's regular weekly salary;
- (vi) benefit contingent upon the employee's eligibility for and application for maternity benefits under the Unemployment Insurance Act and Regulations. Should the employee be ineligible or fail to apply for such benefits, or should the Act or Regulations be amended during the term of this agreement so as to reduce or eliminate the benefit available as set out in this paragraph, the provisions of paragraph (e) & (f) above shall apply.

CUPE 2424 & Administrative/Technical/Exempt Staff

- (a) The University grants maternity leave on request. Employees with six months service in a continuing or term appointment, who request maternity leave and are eligible for U.I. benefits receive from the University, 95% of nominal salary less U.I. benefits for a maximum period of seventeen (17) weeks from the commencement of the leave. While on maternity leave, employees continue to participate in the University benefit plans on a normal sharing basis.
- (b) Upon request, the employee will be granted up to 35 weeks leave of absence, without pay, in addition to the standard maternity leave. Upon return to work, the employee shall be reinstated in her former position, or in a job of at least equal position, salary and seniority. An employee who is granted leave of absence under this section will be required to pay the full premiums of the staff benefits plans during such leave of absence.

Other

Staff:

- (a) The University grants maternity leave on request in accordance with the provisions of the Employment Standards Act of Ontario. Employees with continuing appointments who are eligible for maternity leave and U.I. benefits receive from the University, 95% of normal salary less U.I. benefits for a maximum period of seventeen weeks from the commencement of the leave. While on maternity leave, employees continue to participate in the University benefit plans on a normal cost sharing basis.
- (b) Upon request, the employee may be granted up to 35 weeks leave of absence, without pay, in addition to the standard maternity leave. Such permission shall not be unreasonably withheld. Upon return to work, the employee shall be reinstated in her former position, or in a job of at least equal position, salary and seniority. An employee who is granted leave of absence under this section will be required to pay the full premiums of the staff benefits plans during such leave of absence.

PLEASE DESCRIBE YOUR MATERNITY LEAVE POLICY FOR STAFF AND FACULTY

GUELPH

In compliance with the Employment Standards Act, the following policy is to apply throughout the University to govern the granting of parental leave for purposes of childbirth.

1. (a) Any female employee of the University is eligible to receive maternity leave for a period of up to seventeen (17) consecutive weeks which includes the date of birth, provided she has been employed for at least twelve (12) months and eleven (11) weeks immediately preceding the estimated date of delivery.
(b) The employee will receive 95% of normal salary less applicable U.I. maternity leave benefits for a maximum period of seventeen (17) weeks from the commencement of the leave, providing that such employee: (i) is eligible for maternity leave; (ii) has a regular full-time appointment with the University; (iii) is not receiving other earnings or payments, such that her combined weekly income (including U.I. maternity leave benefits, supplementary payments from the University and other earnings) does not exceed 95% of normal weekly earnings.
(c) The employee must apply for unemployment insurance benefits before the supplementary income from the University becomes payable, and the employee must provide proof that U.I. benefits are being received. An employee disentitled or disqualified from receiving U.I. maternity leave benefits is not eligible to receive supplementary payments from the University.
(d) The employee may not claim any other form of supplementary benefits during the period of leave.
2. While on maternity leave, the employee will continue to receive University benefits on a normal cost sharing arrangement.
3. (a) The employee shall give at least two (2) weeks written notice to her Supervisor or Chairman of her intent to commence a leave of absence because of a pregnancy, and at that time will furnish a certificate signed by a legally qualified medical practitioner stating the employee is pregnant and giving the expected date of delivery.
(b) Six (6) weeks of the maternity leave must be used after the date of actual delivery. A shorter period of time may only be granted with a medical certificate, signed by a legally qualified medical practitioner, stating that the employee is able to resume her duties. In any event, if the Supervisor/Chairman is not certain of the employee's physical ability to perform her duties, he/she may request medical certification of such ability.
4. If additional leave is required beyond the maternity leave, the employee may request leave without pay or vacation leave entitlement including the 10 weeks additional (no top up).
5. The employee proceeding on maternity leave shall not forfeit any accrued employment benefits save for the right to accrue sick leave credits during her period of absence.
6. Paternity Leave - 5 days

LAKEHEAD

Staff:

Maternity Leave available after six (6) months' continuous service. Employee resumes her previous position upon return to work. Length of service and vacation credits are not reduced by maternity leave.

Faculty:

Entitled to seventeen weeks maternity leave, which may commence at any time during the eleven (11) weeks prior to the expected date of delivery and which shall continue at least six (6) weeks after the date of actual delivery unless the member provides the Dean with a certificate from a qualified Physician stating that her health will permit her to perform her usual duties. Maternity Leave shall be taken without pay.

- A member who is the primary caregiver is entitled to four weeks paid leave for adoptive parental care if the child at the time of adoption is under 12 months of age; otherwise the leave shall be for a period of 5 days. The non-primary caregiver member is entitled to 5 days paid leave.
- A member taking paternity or adoption leave shall give the Department Chairmen as much advance notice as possible of the taking of the leave and shall be responsible for arrangements to cover his/her absence. A member shall confirm in writing to the Dean the duration and reasons for such leave upon his/her return to the University.
- A male member is entitled to five (5) days paid leave within two weeks of birth of child.
- A member who is on any other form of approved leave, whether paid or unpaid, is not eligible for paternity or adoption leave.
- The Dean may authorize unpaid extensions to maternity/paternity/adoption leaves.

Sub-Plan Maternity:

Employees must qualify for and be entitled to Unemployment Insurance benefits to receive sub-benefits.

Faculty:

95% of regular salary; benefits are effective for a maximum of seventeen (17) weeks of maternity leave; must hold a continuing appointment for at least twelve (12) months prior to the leave and commit to returning to the University following leave.

PLEASE DESCRIBE YOUR MATERNITY LEAVE POLICY FOR STAFF AND FACULTY

LAKEHEAD (Cont'd)

Staff:

95% of regular salary; benefits are effective for a maximum of seventeen (17) weeks of maternity leave; must have completed three (3) years of full-time service and agree to return to the University for one year following leave. If employee does not return for one year, she shall be obliged to repay any supplemental monies received during her maternity leave.

LAURENTIAN

Faculty:

A full-time female member shall be granted maternity leave subject to the following conditions:

- (a) The member shall be entitled to a paid leave of absence providing she has completed at least twelve (12) months and eleven (11) weeks of continuous service with the University.
- (b) The duration of the leave shall be in accordance with the Employment Standards Act (Ontario) which provides leave for a period of seventeen (17) consecutive weeks.
- (c) The leave may commence at any time during the eleven (11) weeks preceding the expected date of delivery.
- (d) Any period of absence immediately preceding or following such maternity leave will be considered leave of absence without pay.
- (e) The Member shall make written application to the Dean/Chief Librarian two (2) weeks prior to the date she intends to commence her leave, and at that time will provide the University with a certificate from a legally qualified medical practitioner stating that the Member is pregnant and her expected date of delivery. The Member shall give due regard to the need of the University for early notice of a prolonged period of leave, and application for maternity leave shall be made as early as possible in advance of the expected delivery date.
- (f) The Member shall not return to work prior to the expiration of six (6) weeks following the actual date of delivery. A shorter period of time shall only be granted with the approval of a legally qualified medical practitioner.
- (g) The Member shall advise in writing her unit head and the Dean/Director of the Library of her intention to return to work two (2) weeks prior to the scheduled completion of her leave.
- (h) If a maternity leave happens to occur during the course of a study, sabbatical or unpaid leave, the Member shall continue to receive the stipend which is consistent with the study, sabbatical or unpaid leave taken.

Administrative Staff Association, Canadian Union of Public Employees and the Support Staff Association:

Sub-Plan Maternity

- a) The objective of the plan is to supplement unemployment insurance benefits up to 95% of the employee's normal weekly earnings during maternity leave. Up to seventeen (17) weeks of maternity leave will be granted in accordance with the Employment Standards Act (Ontario).
- b) This plan covers only temporary unemployment due to pregnancy.
- c) The leave may commence at any time during the eleven (11) weeks preceding the estimated date of delivery.
- d) The employee shall make written application to the Director of Personnel at least two (2) weeks prior to the date she intends to commence her leave. The application shall include a certificate from a legally qualified medical practitioner stating the estimated date of delivery.
- e) No employee shall be required to return to work earlier than six (6) weeks following her actual date of delivery, nor shall she be permitted to do so unless she has the approval of a legally qualified medical practitioner.
- f) The employee shall be reinstated in her former position provided the leave taken is not longer than the leave provided by the Act except where an extended leave has prior approval from the University.
- g) The employee shall continue to accumulate vacation credits and seniority during her leave.
- h) During the period of maternity, the University shall continue to pay the employer's share of all benefits in which the employee is registered at the time of the leave excluding contributions to the Laurentian University Pension Plan.
- i) The duration of the plan is 1 year, effective July 1/90 to June 30/91.
- j) An employee will be eligible for SUB payments if she qualifies for and is entitled to Unemployment Insurance maternity benefits. However, an employee will also be eligible for SUB payments when she is not receiving unemployment insurance because she is serving the UI waiting period or because she has received all the UI benefits payable to her.
- k) Benefits payable under the plan are a sum, which combined with gross UI benefits equals 95% of the employee's normal weekly earnings.

PLEASE DESCRIBE YOUR MATERNITY LEAVE POLICY FOR STAFF AND FACULTY

MCMASTER

Intent: This policy is designed to facilitate reasonably flexible arrangements for the benefit of families at the time of the birth or adoption of children.

Eligibility:

- a) Full-time and regular part-time faculty and staff members who have at least six (6) months continuous service with the University prior to the estimated date of delivery or adoption of a child (or children) may request and will be granted a maternity leave.
- b) Faculty and staff members who are already in a period of notice due to their resignation or to the University's decision to discontinue their employment, are not eligible for maternity leave.

Length of Leave:

- a) A leave will normally be granted to a maximum of six (6) months.
- b) In exceptional circumstances, a leave may be extended beyond the six month period, at the discretion of the appropriate dean or supervisor and in the case of staff with the approval of the Manager, Employee Relations.
- c) A doctor's note will be required should the faculty or staff member wish to return to work within six (6) weeks of the birth of her natural child (Employment Standards Act, Section 36 (5)).
- d) Faculty and staff members are normally expected to give one (1) month's notice of the date of return to work, should this be different from the previously agreed date. For the first two (2) weeks of leave the University will pay 95% of her regular salary. During the following fifteen (15) weeks of maternity leave the staff member will receive retroactively from the University a salary payment equal to the difference between 95% of the employee's regular salary and the amount of unemployment insurance maternity benefits the employee is receiving (or that she would be expected to receive if she qualified for benefits). Please see note below. When the staff member returns to work it is the responsibility of the department to reinstate the staff member in the same position, or a comparable position at the same level in the same occupational groups.

Salary for Faculty:

- a) If the faculty member's schedule can be arranged so that the time taken for maternity leave falls within the "continuous period of three months free from scheduled commitments to the University" (as defined in the load teaching document), salary will be continued for that period. When mutually suitable arrangements can be made to fulfil her University responsibilities, maternity leave, with full salary, will be granted to the faculty member for six (6) additional weeks. These weeks will be scheduled before and/or after the core period of leave, in such a way that the total leave will not exceed three (3) months plus six (6) weeks.
- b) Any faculty member who is unable to arrange for a leave within the "continuous period of three months free from scheduled commitments to the University", will be entitled to paid maternity leave for up to nineteen (19) weeks. For the first 2 weeks of leave the University will pay 95% of regular salary; during the following 17 weeks of maternity leave the faculty member will receive retroactively a salary payment equal to the difference between 95% of regular salary and the amount of unemployment insurance maternity benefits the employee is receiving (or would be expected to receive). It is understood that under these circumstances there is no requirement for a faculty member to carry over or otherwise make up her regularly scheduled teaching commitments for the period of the leave.

NOTE: All payments made under this policy must be in accordance with the agreement filed by the University with Canada Employment and Immigration pursuant to paragraph 57(3)d of the Unemployment Insurance Regulations. As part of these requirements all such payments by the University can only commence when the faculty or staff member provides proof that she is receiving UI benefits or that she is disqualified from UI benefits because of an insufficient number of insurable weeks, or that UI benefits have been exhausted or that she is in the Unemployment Insurance Commission's waiting period. Faculty and staff members should understand that such proof will not be made available by UIC until after the leave has commenced and hence University payments will be retroactive.

PLEASE DESCRIBE YOUR MATERNITY LEAVE POLICY FOR STAFF AND FACULTY

O.I.S.E.

General Support Staff:

An employee on maternity leave shall be paid a maternity leave allowance to maintain her income at seventy-five (75%) of her most recent salary preceding the leave, providing that the employee is eligible for maternity leave benefits according to the Unemployment Insurance Commission Regulations.

Membership in pension plan is suspended. Other benefits continue during maternity leave with full cost paid by employer.

Faculty and Professional Research Staff:

- a) An employee on Maternity Leave shall be paid a maternity leave allowance to maintain her income at ninety-five (95%) of her most recent salary preceding the leave, providing that the employee is eligible for maternity leave benefits according to the Unemployment Insurance Commission Regulations and an employee on a paid maternity leave as specified above shall remain in the pension plan.

Professional Support Staff & CUEW Members:

As per General Support Staff except income is maintained at 95%

OTTAWA

Support Staff:

Any female member who has a regular position requiring fifteen (15) hours of work per week and who has completed twelve months of continuous service is eligible for a maternity leave and for the following benefits:

- a) A seventeen (17) weeks maternity leave.
b) The University will continue to pay ninety-five per cent (95%) of the regular basic earnings for an initial period of fourteen (14) calendar days.
c) During the following fifteen (15) weeks of maternity leave, the employees will receive their normal unemployment insurance benefits and the University will supplement their income to a level equivalent to ninety-five per cent (95%) of their normal salary (under review).
d) The employee shall continue to accumulate full vacation leave during her maternity leave.

Faculty Members:

Faculty members have a twenty (20) week maternity leave and support staff have seventeen (17) weeks (under review). The University will continue to pay ninety-five (95%) percent of the regular basic earnings for the period.

The University must keep the position of an employee (Support and Faculty) on maternity leave available for 12 months from the beginning of the leave. An additional 12 months without job guarantee is also available to support staff.

Adoption Leave:

Same as Maternity Leave Policy for both faculty and support staff except that either parent is eligible.

Paternity Leave

Fathers are entitled to two days leave to be taken in the first month after the birth of a child.

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PLEASE DESCRIBE YOUR MATERNITY LEAVE POLICY FOR STAFF AND FACULTY

QUEEN'S

The University's maternity and adoption leave policy applies to the following female members of staff:

- a) Academic or support staff who have been employed continuously for one year or more at Queen's and who hold a current appointment of a year's duration or longer.
 - b) Support staff or adjunct academic staff who have held five or more successive term appointments of less than one year's duration.
- Any other person employed by the University and not covered in a) or b) above may be eligible for some form of maternity leave without pay in accordance with the Employment Standards Act. The maternity leave which can be up to six months in duration should commence not later than that point in the pregnancy when the staff member can no longer perform the normal requirements of her job without risking any damage to the health of the mother or child. The leave normally should extend at least six weeks after the actual termination of the pregnancy. This six week period may be shortened at the request of the staff member supported by a written statement from her physician which confirms that she may return to work earlier. At least one month's notice would normally be given by the staff member indicating when she intends to return to work. At the conclusion of the leave the person would return to her previous position or to a position in the same type and salary grade within the same department.

A decision regarding granting of tenure to a faculty member on maternity leave may be postponed for one year at the faculty member's request.

During maternity leave the following salary and benefit provisions will apply on the understanding that the individual is committed to return to regular employment with the University following the end of the leave:

- a) The University will pay ninety-five (95%) percent of the normal basic earnings for the first two weeks of maternity leave. (See Note.)
- b) During the following fifteen weeks of the maternity leave the employee will receive from the University a salary payment equal to the difference between 95% of the employee's normal basic earnings and the amount of unemployment insurance maternity benefit the employee is receiving or that which she would be expected to receive if she qualified for benefits. (See Note.)
- c) Any period of leave beyond the seventeen weeks shall be without pay.
- d) During the full maternity leave both the staff member and the University shall continue to pay their respective shares of the costs of her coverage under the various staff benefit plans.
- e) Vacation credits will continue to accrue while a person is on maternity leave provided she returns to work for at least one month.
- f) A female staff member who adopts a child is subject to the same rights and obligations as those granted under this policy.
- g) Unusual pregnancy or birth situations may occur where the normal application of this policy may be inappropriate. Such special cases should be reviewed with Personnel Services.
- h) When both parents are staff members and an adoption takes place, one leave will be granted with the choice left to the parents.

Note: All payment made under this policy (except those for adoption leave under f) above) must be in accordance with the agreement that had to be filed by the University with Canada Employment and Immigration pursuant to paragraph 57(3)d of the Unemployment Insurance Regulations. As part of these requirements all such payments by the University can only commence when the staff member provides proof that she is receiving UI benefits or that she is disqualified from UI benefits because of any insufficient number of insurable weeks, or that UI benefits have been exhausted or that she is in the Unemployment Insurance Commissions waiting period. Staff should understand that such proof will not be made available by UIC until after the leave has commenced and hence University payments will be retroactive.

RYERSON

Follow Employment Standards Act - all benefits continued - Ryerson pays 93% of salary for first two weeks, after that pays 93% of salary less the U.I.C. benefit for 15 weeks - pension contributions based on full notional salary.

PLEASE DESCRIBE YOUR MATERNITY LEAVE POLICY FOR STAFF AND FACULTY

TORONTO

Faculty & Administrative Staff - SUB Maternity Leave Plan (effective July 1, 1984)

The objective of the Plan is to supplement unemployment insurance benefits up to 95% of regular earnings during the period of maternity - 17 weeks in accordance with the Employment Standards Act (Ontario). Written application and a copy of the Doctor's certificate indicating the expected date of delivery is required at the earliest date prior to commencement of maternity leave. The first two weeks, while in the U.I.C. waiting period, the University pays 95% of salary and the following 15 weeks the University pays the difference between U.I. benefits and 95% salary. After expiry of maternity leave the staff member is reinstated to her former position with no loss of vacation credit or seniority. Benefit plans are continued through regular payroll deduction with regular subsidies throughout the period of maternity. If a staff member should return to work prior to the required 6 week post delivery period then a letter from a legally qualified medical practitioner is required approving the early return.

In the event that the faculty or administrative staff member is unable or unwilling to make the commitment to return to her duties at the University following her confinement or she will not meet the one year of continuous service as of the expected date of delivery she can request maternity leave without pay for up to a maximum of 17 weeks. The University will continue its regular portion of benefit premiums for the duration of the maternity leave and the employee is required to pay her portion by personal cheque. Currently reviewing this plan based on recent U.I. changes.

Faculty & Administrative Staff SUB Adoption Leave Plan (effective July 1, 1985)

Same as above SUB Maternity Leave Plan with the provision that leave is granted to only one adoptive parent (if both staff of U or T) and the leave is to commence at the time the child(ren) are scheduled to arrive in the adoptive home. Plan is consistent with U.I. and legislated regulations. Currently reviewing this plan based on recent U.I. changes.

Paternity Leave:

Up to 2 days paid leave will be granted to a father upon the birth or adoption of a child. Such leave must be taken within the first month of the birth or an adoption.

TRENT

Staff:

A staff member is entitled to a flexible seventeen (17) week unpaid leave of absence for pregnancy provided the member has a minimum of ten (10) months continuous service prior to the expected date of delivery as indicated by her medical certificate. The member is required to give two (2) weeks written notice of the date on which she intends to begin her leave. All members may begin their leave at any time within eleven (11) weeks before the expected date of delivery. The University may initiate the leave if it can be shown that the member cannot manage her normal workload adequately or that conditions dangerous to her unborn child or herself might prevail. If a staff member is required to be absent for a period longer than seventeen (17) weeks as certified by a legally qualified medical practitioner, or if her work is materially affected by her pregnancy, and the University requires an extension of leave, any further leave period is covered under the University's sick leave policy. The staff member is entitled to not less than six (6) weeks post-natal leave after the date of birth. The Employment Standards Act insures the right of the employee to return to the same or a comparable job without loss of seniority or benefits or drop in salary, if pregnancy leave of no longer than seventeen (17) weeks is taken. During this leave, the total cost of continuing membership in the University's benefit plans, except the Pension Plan, will be borne by the University, and any replacement will be a casual appointment. At least four (4) weeks before the expiration of the pregnancy leave, a staff member may apply to the Department of Staff Relations for an additional leave of absence without pay for up to twelve (12) weeks. This request for additional leave shall not be unreasonably denied subject to workload requirements. Vacation credits are not accrued during pregnancy leave. If the staff member returns to work on a regular basis, the period of pregnancy leave is considered time worked for seniority purposes.

Maternity and Adoption Leave Sub Plan:

After a staff member has been employed at Trent University for one (1) year, she can file for maternity or adoption leave under this sub plan. Under this plan the University will pay 95% of the staff member's normal salary or wages for the first two (2) weeks and for the next fifteen (15) weeks, the University will supplement the benefit paid by the Unemployment Insurance Commission so that the total from both sources will equal 95% of salary or wages. After the first two (2) weeks, the recipient will be required to produce a record of payment from the Unemployment Insurance Commission before the University can pay the supplement. To be eligible for this benefit, a staff member must have worked at Trent University for twelve (12) months and be planning to return to work at the end of seventeen (17) weeks for a period equal to the period of leave. An agreement must be signed by the candidate promising to repay the University the University's portion if the staff member decides not to return to work. During this period of leave, the cost of continuing in the benefit plans will be shared as if the staff member were fully employed. During maternity leave vacation credits do not accrue unless the staff member returns to work at the end of seventeen (17) weeks for a period of seventeen (17) weeks.

PLEASE DESCRIBE YOUR MATERNITY LEAVE POLICY FOR STAFF AND FACULTY

TRENT (Cont'd)

Paternity and Adoption Leave:

Included in Compassionate Leave; at normal pay for up to a maximum of six (6) days per year.

Faculty:

In the light of the on-going professional responsibilities of members, the Board agrees to continue the past practice of allowing female members to choose up to 17 weeks of pregnancy and maternity leave preceding and/or following the expected date of birth without loss of salary and benefits.

Paternity and Adoption Leave:

Subject to providing the Dean, where possible, with prior written notice, a member shall be entitled to leave with full salary and benefits of up to five days on the occasion of adopting a child. Fathers, upon the birth of a child, shall be entitled to the same benefit.

CUEW:

Where a pregnant employee has been employed in a bargaining unit position on at least three (3) occasions over the last two (2) years, or in the last two (2) immediately preceding regular academic sessions, she will be entitled to up to three (3) weeks paid leave, and up to fourteen (14) additional weeks of unpaid leave. Where the employee does not qualify for paid leave, she shall be entitled to up to seventeen (17) weeks of unpaid leave. In all requests for maternity leave, the immediate supervisor shall be advised of the expected date of delivery.

Parental Leave:

Employees may be granted up to five (5) working days in any one academic session on the occasion of becoming a parent. The employee is also entitled to up to seventeen (17) weeks of unpaid leave. Such leave shall not be unreasonably denied.

Note: Where the parent is the natural mother and she has received paid leave under Maternity Leave, there shall be no paid parental leave entitlement. However, she shall be entitled to up to eighteen (18) weeks of unpaid parental leave.

WATERLOO

To be eligible a faculty or staff member must be a regular, full-time employee for at least one year prior to the expected birth or adoption date.

Eligible faculty and staff members receive 95% of normal salary, less applicable Unemployment Insurance maternity or adoption leave benefits for a maximum period of 17 consecutive weeks from the commencement of the leave. Intention to return to the University must be declared in writing; those who do not intend to return to work are not eligible for supplementary payments. A faculty or staff member who voluntarily leaves the University during the 6 month work period following a maternity or adoption leave will be required to repay the supplemental payments to the University.

The University may initiate a maternity leave at any time during the eleven-week period preceding the expected date of birth when the performance of normal duties is materially affected by the pregnancy; faculty and staff shall not normally return to work earlier than the first working day of the seventh week following the date of delivery. Vacation will not be reduced provided that faculty and staff comply with the parental leave policy and return to work for at least one month following expiration of the leave. Salary actions normally will not be affected or deferred by the length of the leave; overall performance will be the basis for these considerations. Decisions on promotion or tenure may be postponed for a maximum period of one year at the faculty member's request.

If additional leave is desired, the faculty or staff member may request an unpaid leave of absence or vacation pay entitlement.

Paternity leave: if a male faculty or staff member wishes to be absent from work on occasion during the period around the birth or adoption of his child the practice of personal leave at management discretion, which currently provides time off with pay for bereavement and other personal emergencies, should be extended to include paternity leave. This same philosophy could be applied to the male or female faculty or staff member in the case of adoption; this specifically includes the case where the other parent is receiving a UIC-supported adoptive leave.

PLEASE DESCRIBE YOUR MATERNITY LEAVE POLICY FOR STAFF AND FACULTY

WESTERN

Administrative, Academic Staff CUPE Local 2361 & CUPE Local 2692

Policy

1. The University of Western Ontario provides for pregnancy leave for members of the regular full-time administrative and academic staff and CUPE local 2361 and 2692 (hereafter referred to as member) who have worked for the University for at least one year as of the probable date of delivery.
2. A member is expected to work for the University for at least six months following the date of her return from her pregnancy leave. Should a member not satisfy this condition, she will be indebted to the University for the sum of the monies paid to her by the University during her pregnancy leave.
3. Pregnancy leave is a flexible leave for up to seventeen weeks with pay and benefits as specified in Section 4 and 5.
4. A member who qualifies for pregnancy leave under the provisions of this Pregnancy Leave Policy is eligible for: (i) 95% of the salary at the time of the initiation of the leave paid by the University for the initial two-week waiting period prior to the commencement of Unemployment Insurance benefits; and (ii) the difference between Unemployment Insurance benefits and 95% of the salary at the time of the initiation of the leave, not to exceed fifteen weeks, paid by the University, provided the member makes application for and qualifies for Supplemental Unemployment Insurance benefits. In no case will the total amount of the Supplemental Unemployment Benefits, unemployment gross benefits and any other earnings received by the member exceed 95% of the member's salary at the time of the initiation of the leave.
5. During the period of paid pregnancy leave, the University will continue the member on full benefits through regular payroll deductions.
6. Pregnancy leave may be initiated by that member at any time within eleven weeks of the expected delivery date.
7. Pregnancy leave ends six weeks after the actual date of birth or no later than seventeen weeks from the beginning of the leave, whichever is later.
8. Leave in excess of seventeen weeks required for medical reasons relating directly to a member's pregnancy and/or delivery of an infant may be treated in accordance with the University's Sick Leave Policy. In such case, the member should immediately contact the Chairman, Dean, Budget Head, or supervisor.
9. Leave of absence in excess of the seventeen-week period, except for medical reasons (see 8 above), may be taken without salary in accordance with the University's Policy on Leave of Absence Without Salary.
10. Eligible members may apply for reasons of pregnancy or reduced responsibility in accordance with the University's Reduced Responsibility Policy. 11. There is not accumulation of vacation entitlement during this leave.
12. This policy will remain in effect until 1 July 1995, at which time it may be renewed following amendments as deemed appropriate and resubmission for approval to the Canada Employment and Immigration Commission.

WILFRID LAURIER

Staff & Faculty:

Maternity Leave is granted in accordance with the provisions of the Employment Standards Act of Ontario. Supplementary Unemployment Benefit up to 95% of employee's normal weekly salary during seventeen (17) week maternity leave period

WINDSOR

Faculty:

Employed at least twelve (12) months and eleven (11) weeks preceeding estimated date of delivery. Entitled to maternity leave of six (6) months of which seventeen (17) weeks shall be with full salary benefits. Paternity leave of seven (7) days with full salary & benefits.

Staff & Unions:

Employed at least twelve (12) months. A maternity leave equal to six (6) months of which the University pays

- a) 95% of nominal salary for first two (2) weeks
- b) Difference between 95% and the amount received from U.I.C. for fifteen (15) weeks
- c) Benefits paid by employee but reimbursed if return to work three (3) months.

Paternity leave of two (2) days with full salary & benefits.

PLEASE DESCRIBE YOUR MATERNITY LEAVE POLICY FOR STAFF AND FACULTY

YORK

Faculty:

Maternity, Paternity, and Adoption Leave:

A female employee shall be granted maternity leave with full salary and benefits for a period of up to (17) seventeen weeks, to be taken at the discretion of the employee during the period(s) preceding and/or following the birth of her child or, for a period of up to (8) eight weeks during the period immediately following her adoption of a child of pre-school age (i.e. less than five years old at the time of adoption). An employee shall, if she so chooses, have the right to continue with her regular duties during pregnancy. Should the health of the mother or child require additional time off from University duties, the employee may apply to her Dean/Director of Libraries for a leave of absence without pay for an additional period of up to twelve (12) weeks. Application for maternity leave shall be made as early as possible in advance of the expected delivery date. The employee shall give due regard to the need of the University for early notice of a prolonged period of leave.

The teaching/professional and service responsibilities of an employee on maternity leave of less than one month shall normally be assumed by her colleagues without additional expense to the Employer. If an employee takes maternity leave of longer than one month, the Employer will normally arrange for a substitute or shall provide appropriate remuneration or other compensation to colleagues who assume her duties.

Leave with full salary and benefits of up to five (5) days shall be granted to a male employee on the occasion of the birth of his child. The teaching/professional and service responsibilities of employees on paternity leave shall normally be assumed by their colleagues without additional expenses to the Employer.

Leave of absence of up to five (5) days shall be granted to employees upon the adoption of a child. Employees in this case shall provide the Dean/Director of Libraries or Chairperson (where applicable) with as much notice as possible of impending adoption for which leave is to be taken. The teaching/professional and service responsibilities of employees on adoption leave shall normally be assumed by their colleagues without additional expenses to the Employer.

C.U.P.E.:

1. An employee who is pregnant and who has been employed by the University for a period of at least twelve months immediately preceding the estimated day of her delivery, shall be entitled upon her application to a leave of absence of seventeen weeks, or such shorter leave as she may request, commencing during the eleven (11) weeks immediately preceding the estimated day of her delivery.
2. The University will supplement the benefit paid by the Unemployment Insurance Commission for fifteen (15) weeks so that the total from both sources will equal 95% of the employee's normal salary. In addition the University will pay the employee for the first two (2) weeks of leave, i.e. the Unemployment Insurance Commission's unpaid waiting period - an amount equal to 90% of her normal earnings.
3. In order to receive the above payments, the employee will be required to produce a record of payment from the Unemployment Insurance Commission upon her return to work. A written request for parental leave shall be given at least two weeks prior to the day on which the employee intends to commence her pregnancy leave and shall include the intended duration of such leave. This request shall also include the certificate of a legally qualified medical practitioner stating that the employee is pregnant and giving the estimated day upon which delivery will occur.
4. No employee shall be required to return to work following pregnancy leave earlier than six (6) weeks following her actual date of delivery; nor shall she be permitted to do so unless she has given one week's notice of her intention to return and has provided the University with the certificate of a legally qualified medical practitioner stating that she is able to resume the full duties of her position.
5. An employee who intends to resume her employment on the expiration of her pregnancy leave shall provide the University with at least two weeks' notice of the date of her return. Upon return to work she will be returned to her prior position.
6. The University and the employee shall continue to pay their regular portions of the premiums for the Employee Benefits Plan during pregnancy leave, and the employee shall continue to accrue seniority for the duration of such leave.
7. The University may require a pregnant employee to commence leave at any time when the duties of her position cannot reasonably be performed by the pregnant woman, or the performance of her work is materially affected by the pregnancy.
8. An employee shall be granted up to five (5) days leave of absence, with pay, for paternity or adoption leave. Except in exceptional circumstances the employee shall provide the Supervisor, or designate, with two weeks advance notice, in writing, of the approximate of commencement of such leave.

PLEASE DESCRIBE YOUR MATERNITY LEAVE POLICY FOR STAFF AND FACULTY

YORK (Cont'd)

U.P.G.W.A. (Security)

Maternity, Paternity and Adoption Leave

1. An employee who is pregnant, and who has been employed by the University for a period of at least twelve months immediately preceding the estimated date of her delivery, shall be entitled upon her application to a leave of absence without pay of at least seventeen (17) weeks, or such shorter leave as she may request, commencing during the eleven (11) weeks immediately preceding the estimated date of her delivery.
2. The University will supplement the benefit paid by the Unemployment Insurance Commission for fifteen (15) weeks so that the total from both sources will equal 95% of the employee's normal salary. In addition, the University will pay the employee for the first two weeks of leave, i.e., the Unemployment Insurance Commission's unpaid waiting period - an amount equal to 95% of her normal earnings.
3. In order to receive the above payments, the employee will be required to produce a record of payment from the Unemployment Insurance Commission upon her return to work.
4. The University and the employee shall continue to pay their regular portions of the premiums for the Employee Benefit Plans during pregnancy leave, and the employee shall continue to accrue seniority for the duration of such leave.
5. No employee shall be required to return to work following pregnancy leave earlier than six (6) weeks following her actual date of delivery; nor shall she be permitted to do so unless she has given one week's notice of her intention to return and has furnished her Supervisor with the certificate of a legally qualified medical practitioner stating that she is able to resume her work.
6. An employee shall give her Supervisor at least one month's notice in writing of the day upon which she intends to commence her pregnancy leave and the intended duration of such leave. She shall furnish her Supervisor with the certificate of a legally qualified medical practitioner stating that she is pregnant and giving the estimated day upon which delivery will occur.
7. An employee who intends to resume her employment on the expiration of her pregnancy leave shall inform her Supervisor of her approximate date of return when she applies for leave. Two weeks before the agreed-upon return date the employee shall confirm, in writing, to her Supervisor, her intention to return on that date. Upon her return, to work she shall be reinstated in her former classification.
8. The University may require a pregnant employee to commence leave at any time when the duties of her position cannot reasonably be performed by the pregnant woman, or the performance of her work is materially affected by the pregnancy.
9. An employee shall be granted up to five days absence with pay for paternity or adoption leave. The employee shall make every reasonable effort to notify the immediate Supervisor one month in advance of the anticipated date of leave.

Professional and Managerial Staff

A full-time female employee who has been employed by the University for a period of at least twelve (12) months prior to the date she begins her maternity leave, shall, upon written application, be granted a leave of absence of up to seventeen (17) calendar weeks. The period of the leave shall be taken at the discretion of the employee during the weeks immediately preceding and/or immediately following the birth of her child. The University may require an employee to begin her maternity leave at a specific time, if it should be evident that she cannot reasonably be expected to perform the duties of her position, or if the performance of her work is materially affected by her pregnancy.

The University shall supplement the Unemployment Insurance Commission benefit during the fifteen weeks it is paid to the employee so that the total from both sources is 95% of the employee's normal monthly salary.

Payment for the two-week waiting period shall be made as soon as possible after the University receives a Supplemental Unemployment Benefit (SUB) Report from the UIC, or upon the employee's submission of a cheque stub from UIC. At this time, the University shall put the employee back on the payroll for the purpose of receiving the supplementary payments.

The University and the employee shall continue to pay their portions of the premiums for all benefits normally received by the employee during the maternity leave.

Y.U.S.A. Support Staff

Maternity, Paternity and Adoption Leave

An employee who is pregnant shall be entitled, upon her application, to a leave of absence of seventeen weeks, or such shorter leave as she may request, commencing during the eleven (11) weeks immediately preceding the estimated day of her delivery. If an employee commences pregnancy leave prior to the completion of her probationary period, the full probationary period shall begin anew upon her return from such leave.

PLEASE DESCRIBE YOUR MATERNITY LEAVE POLICY FOR STAFF AND FACULTY

YORK (Cont'd)

The employer will supplement the benefit paid by the Unemployment Insurance Commission for fifteen weeks so that the total from both sources will equal 95% of the employee's normal salary. In order to receive the above payments the employee will have been employed by York University for a period of at least twelve months immediately preceding the estimated day of her delivery, and will be required to produce a record of payment from the Unemployment Insurance Commission upon her return to work. In addition, provided the employee is eligible for the above payment, the Employer will pay the employee for the first two weeks of leave, i.e., the Unemployment Insurance Commission's unpaid waiting period - an amount equal to 95% of her normal earnings as soon as possible after the commencement of such leave. The employer and the employee shall continue to pay their regular portions of the premiums for the Employee Benefit Plans during pregnancy leave, and the employee shall continue to accrue seniority for the duration of such leave.

No employee shall be required to return to work following pregnancy leave earlier than six weeks following her actual date of delivery; nor shall she be permitted to do so unless she has given one week's notice of her intention to return and has provided her supervisor with a certificate signed by a legally qualified medical practitioner indicating her fitness to resume work. An employee shall give her supervisor two weeks' notice in writing of the day upon which she intends to commence her pregnancy leave, and the intended duration of such leave. She shall provide her supervisor with a certificate signed by a legally qualified medical practitioner stating that she is pregnant and giving the estimated day upon which delivery will occur. An employee who returns to work on the expiration of her pregnancy leave shall be reinstated in her former position. The employee shall endeavour to confirm her return date with her supervisor at least two weeks in advance.

The employer may require a pregnant employee to commence leave at any time when the duties of her position cannot reasonably be performed by the pregnant woman, or the performance of her work is materially affected by the pregnancy.

An employee shall be granted up to five days absence with pay for paternity or adoption leave.

SUPPLEMENTARY HEALTH INSURANCE

<u>Services Insured</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Deductible Amount</u>	<u>Co-insurance Provisions</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
<p>BROCK Up to \$5/day for private hospital room, charges of registered nurse, pres. drugs & medicines, diagnostic x-ray & lab exams, x-ray radium, radioactive isotopes therapy, rental of iron lung, hospital bed, etc., purchase of artificial eyes, local ambulance service, anaesthesia and oxygen. Eyeglass rider to \$150 in a 2 year period. CUPE \$300/5 years Hearing Aids</p>	All full-time faculty and staff	Upon appointment	\$10. S \$20. F	100%	NIL	\$14.26 S \$35.78 F	Confederation Life	YES
Semi-private hospital	All full-time faculty and staff	Upon appointment	n/a	n/a	NIL	\$ 3.50 S \$10.26 F	Confederation Life	YES
Permanent part-time staff & seasonal staff are covered on prorata basis closest to 40%, 60% or 80% reimbursement of paid claims.								
<p>CARLETON Ambulance services medical aids & appliances, pres. drugs & medications, private duty nursing services of the following: osteopath naturopath, podiatrist, clinical psychologist, physiotherapist, chiropractor, etc. to the extent that such services are not covered under OHIP. Semi-Private hospital accommodation. Semi-private hospital expenses not subject to deductions and co-insurance</p>	All full-time and part-time employees with continuing or term appointments excluding administrative & academic management & executives	Upon Appointment	\$25.00 S \$50.00 F	80%	I.C.T.U. \$1.20 S \$4.21 F CUPE 2424 + Exempt Support Staff \$ 3.01 S \$10.53 F Others -- --	\$10.81 S \$37.89 F \$ 9.01 S \$30.57 F \$12.01 S \$42.10 F	Blue Cross	YES Cross experience rated with dental plan

SUPPLEMENTARY HEALTH INSURANCE

<u>Services Insured</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Deductible Amount</u>	<u>Co-insurance Provisions</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
CARLETON (Cont'd) As above plus vision care. Vision care provides up to \$120 over two years. Subject to co-insurance but not to deductible.	Administrative & academic mgmt. & executives				-- --	\$13.85 S \$47.48 F		
GUELPH Pres. drugs, x-ray radium & radioactive isotopes, special nursing, physiotherapists, dental procedures, ambulance, rental of wheel-chairs, hospital beds, iron lungs, splints, trusses, braces, crutches, casts, artificial limbs, eyes. Semi-private hospital accommodation. Psychologists, masseurs; chiropractors, podiatrists, out of province coverage. Accidental dental coverage, hearing aids. Dependant children to age 25 if full-time university or college students. Vision care - \$150 every 24 months; children under age 12 - \$150 every 12 month period.	All regular faculty and staff and temporary full-time over 6 mos. and part-timers over 35% of normal workload	Upon appointment	No deductible \$1.00 payment per prescription	100%	NIL, prorata if part-time employee	\$24.98 S \$59.89 F for full-timers	Mutual Life	YES
LAKEHEAD Difference between ward and semiprivate hospital, pres. drugs, services of private nurse, charges for ambulance, psychologist, physiotherapist, speech therapist, osteopath, chiropractor, chiropodist, naturopath, podiatrist, masseur, ambulance service, durable equipment, accidental injury to natural teeth, some outside of Canada coverage.	All full-time permanent staff	Date of employment	\$15 Single \$30 Family	100% after deductible on prescription drug 80% after deductible on all other services	NIL S NIL F	\$11.91 S \$35.97 F	Sun Life	YES

SUPPLEMENTARY HEALTH INSURANCE

<u>Services Insured</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Deductible Amount</u>	<u>Co-insurance Provisions</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
LAKEHEAD (Cont'd)								
	CUEW	Date of Employment	\$15 Single	80%	\$2.55 S	\$10.16 S	Sun Life	Yes
<u>Vision Care</u> - once every 24 months for purchase of prescribed eyeglasses or contact lenses.	All full-time permanent staff	Date of employment	NIL	100% paid by Insurance company	NIL S NIL F	\$ 2.38 S \$ 7.14 F	Sun Life	Yes
	CUEW	Date of employment	NIL	50%	\$0.74 S	\$0.74 S	Sun Life	Yes
LAURENTIAN								
Pres. drugs, oxygen, fees of a private nurse, accidental injury to natural teeth, wheelchairs, physiotherapist, psychologist, speech therapist, podiatrist, chiropractor, vision care, hearing aid	All full-time employees	First day of the month coincident with or following date of employment	\$.35 per prescription	n/a	<u>CUPE, Local 1555, (Main. & Printing)</u> \$11.31 S \$33.76 F <u>Staff Association</u> \$ 9.97 S \$29.04 F <u>All Other Employees</u> NIL S NIL F	\$11.31 S \$33.76 F \$14.95 S \$43.56 F \$24.92 S \$72.60 F	Confed. Life	YES
<u>Semi-Private Coverage</u>	All full-time employees	Same as above	n/a	n/a	<u>CUPE, Local 1555 (Main. & Printing)</u> \$ 1.38 S \$ 2.75 F <u>Staff Association</u> \$ 1.11 S \$ 2.20 F <u>Other Employees</u> Nil S Nil F	\$ 1.38 S \$ 2.75 F \$ 1.65 S \$ 3.30 F \$ 2.76 S \$ 5.50 F	Confed. Life	

SUPPLEMENTARY HEALTH INSURANCE

<u>Services Insured</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Deductible Amount</u>	<u>Co-insurance Provisions</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
MCMASTER Pres. drugs, private duty nursing, balance of ambulance, durable equipment rented for temp. therapeutic use. Semi-private room charge plus \$10. per day for private room expense. No deductible on semi-private charge. Accidental damage to natural teeth. Out of Province coverage for difference between charge & OHIP reimbursement for emergency hospitalization and doctor's expenses. Clinical psychologists \$15 per 1/2 hour session to a maximum \$225/yr. Speech therapists to a maximum of \$200/yr. Chiropractors or physiotherapists \$15/visit to a maximum of \$225/yr. Podiatrists, osteopaths \$15/visit to a maximum of \$225/yr. Prosthetic devices. Care in a licensed convalescent home \$20/day - 120 days per year. Vision ce e for staff, and faculty \$100 maximum benefit every 24 months.	All continuing regular employees	1st day of employment	\$25/person \$50/family maximum	100%	NIL	\$23.00 All	Sun Life	No - admin. services only, plan self-insured
	All continuing part-time employees	1st day of employment	\$25/person \$50/family maximum		Prorated - based on hours worked compared to full-time position	Balance of employee premium up to \$23.00	Sun Life	No - admin. services only, plan self-insured
O.I.S.E. Up to \$20/day for private/semi-private room. 100% of ambulance service, Registered Nurse Physiotherapist, artificial limbs and eyes, casts, crutches and surgical supplies needed to illness or injury, oxygen and equipment, rental of iron lung, wheelchair of hospital bed, blood and blood plasma. 90% pres. drugs. Some outside Canada coverage.	Faculty with 35% appointment or more. Support staff with 25% appointment or more	Upon appointment	10% of prescription drugs	n/a	NIL	Faculty \$20.23 S \$52.63 F Gen. Support \$21.10 S \$54.17 F Professional \$24.78 S \$63.58 F Prof. Research Staff \$19.08 S \$49.69 F	Confed. Life	YES

SUPPLEMENTARY HEALTH INSURANCE

<u>Services Insured</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Deductible Amount</u>	<u>Co-insurance Provisions</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
<u>OISE (Cont'd)</u>								
<u>Professional Research Staff</u> Semi-private room						\$4.51 S \$9.02 F	Blue Cross	
<u>Vision Care - Faculty, General Support, Professional Research Staff</u> Prescribed eye glasses and contact lenses every 12 months	As above	Upon appointment	n/a	\$150 maximum coverage for each	NIL	Included in above premiums	Confed. Life	YES
<u>Professional Staff</u> Prescribed eyeglasses - \$275 every 24 months Contact lenses - \$150 every 12 months								
<u>Hearing Aid</u> - Faculty	As above	As above	As above	\$500 in any 24 consecutive months		Included in above premiums	Confederation Life	YES
- Prof. Res. Staff	"	"	"	\$400 every 3 years		"	"	"
<u>OTTAWA</u>								
Pres. drugs, private nurse, ambulance, physiotherapists, wheelchairs, splints, braces, artificial limbs, some dental surgery	Compulsory for full-time staff with minimum 15 hrs/wk	Upon date of appointment	NIL	100%	NIL	\$11.82 S \$30.94 F	Metropolitan Life	YES
Semi-private room	Same as above	Upon date of appointment	NIL	NIL	\$4.02 S \$7.63 F	NIL	Metropolitan Life	YES
Private Room	Same as above	Upon date of appointment	NIL	NIL	\$5.68 S \$12.42 F	NIL	Metropolitan Life	YES

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SUPPLEMENTARY HEALTH INSURANCE

<u>Services Insured</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Deductible Amount</u>	<u>Co-insurance Provisions</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
QUEEN'S 100% pres. drugs, physiotherapy, injury to natural teeth from accident, ambulance services, braces, crutches, rental wheel-chair, bed-iron lung, hearing aids, hospital services not covered by OHIP, emergency physician's services outside Ont. in excess of OHIP fee schedule. Artificial limbs or eyes and prosthetic devices, speech therapy.	All continuing full-time & part-time staff on optional basis	First day	\$25	80% of services of registered nurse or other licensed persons, 50% after 7 days, 50% chiropractor, osteopath, chiropract, podiatrist, or naturopath - when not covered by OHIP	\$ 2 50 S \$10.00 F	\$ 5.84 S \$23.34 F	Canada Life	YES
Semi-private	All regular full-time & part-time staff on optional basis	First day	No deductible	No co-insurance	\$3.85 S \$10.00 F	NIL (S) NIL (F)	Canada Life	YES
RYERSON <u>Faculty and Non-Union Academic and Administrative Support Staff & CUPE</u> Pres. drugs, private duty nurses; semi-private and private room accommodation; emergency services outside Ontario; eye care package - \$120 - \$200 per calendar year; hearing aid - \$300 every 5 years	Compulsory for all full-time staff who commenced employment after July 1/74 and all part-time staff with more than 12 mos. service unless covered under spouse	Date of appointment	\$25/person/year \$25/family/year	100% reasonable customary charges paid after deductible	NIL	ASO	Sun Life	YES

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SUPPLEMENTARY HEALTH INSURANCE

<u>Services Insured</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Deductible Amount</u>	<u>Co-insurance Provisions</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
RYERSON (Cont'd)								
Sessional Instructors								
Pres. drugs, private duty nursing on recommendation of the attending physician. Private room differential, out of province/Canada medical fees max. Hearing Aid \$300 every 5 years. Vision care \$80 maximum benefit every 12 months	All sessional instructors	Date of appointment	\$25/person/contract year \$50/family/contract year	100% paid after deductible	NIL	ASO	Sun Life	YES
60% of full-time benefit	Part-time staff with between 4 and 12 months service	After 4 months service	\$25/person or family/year	60% of full-time amount	NIL	ASO	Sun Life	YES
TORONTO								
Extended Health Care - drugs, serum injectibles & insulin, private nursing services of a physiotherapist, difference in cost semi-private and private hospital room accommodation, certain dental care as a result of accident, up to \$10 a day in private hospital, special remedial appliances, artificial limbs, radium and radioisotope treatment, ambulance services, dependant coverage to include unmarried children between the ages of 21 through 25 who are in full-time attendance in an institution of learning. Rider for medical expenses while travelling or vacationing outside Canada.	All full-time and part-time staff holding an appointment of 25% or more of full-time	First day of month following date of appointment	\$25 per 12 month period (i.e. begins from the earliest service date of staff member's EHC receipts)	100% paid after deductible	\$1.65 S \$6.58 F	\$4.94 S \$19.72 F	Blue Cross	YES (self-experienced)

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SUPPLEMENTARY HEALTH INSURANCE

<u>Services Insured</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Deductible Amount</u>	<u>Co-insurance Provisions</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
TORONTO (Cont'd) Semi-Private Hospital Difference in cost care and semi-private room accommodation. Dependent coverage to include unmarried children 21 through 25 years of age if in full-time attendance in an institute of learning, out of country coverage.	All full- and part-time staff holding an appointment of 25% or more of full-time	"	n/a	n/a	\$.66 S \$1.31 F	\$1.99 S \$3.94 F	Blue Cross	YES (self-experienced)
TRENT Extended Health Care PLUS Vision Care - \$100 every 24 mos. for eyeglasses and \$200 every 24 mos. for contact lenses	Full-time staff and staff holding recurring full-time and half-time appointments	First day of month following date of appointment or application	\$25/person \$50/family	100% paid after deductible; no deductible for vision care	NIL	\$11.36 S \$33.66 F	Sun Life	YES
Supplementary Semi-Private Coverage	Full-time staff and staff holding recurring full-time and half-time appointments; members of CUEW	First day of month following date of appointment or application	n/a	n/a	NIL	\$2.05 S \$4.13 F	Sun Life	YES
Extended Health Care plus Vision Care - \$100 every 24 mos. for eyeglasses and \$200 every 24 mos. for contact lenses. PLUS: *Paramedical Rider, Hearing Aid Benefit, Voyage assistance - Europ assistance	Faculty and senior management	First day of month following date of appointment or application	\$25/person \$50/family *Not subject to deductible	100% paid after deductible	NIL	\$11.37 S \$33.05 F	Sun Life	YES

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SUPPLEMENTARY HEALTH INSURANCE

<u>Services Insured</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Deductible Amount</u>	<u>Co-insurance Provisions</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
WATERLOO								
Difference between ward and semi-private hospital, most pres. drugs, blood transfusions, some nursing services, some ambulance services, wheel chairs, braces, Deluxe Blue Cross Travel benefits	All full-time faculty and staff	On appointment	\$38/single \$76/family	100% paid by insurance company	NIL	\$10.74 S \$34.56 F	Blue Cross	YES
	Regular part-time faculty & staff	"	\$ 76/single \$152/family	"	"	\$ 6.08 S \$21.92 F	"	"
WESTERN								
Semi-private and private diff. hospital service, supplies not covered by OHIP, private nurse, pres. drugs, wheelchair, iron lung, ambulance, etc.	All full-time permanent non-union staff, CUPE Engineers & Police Association	First day of appointment on a full-time continuing basis	NIL	100% paid by insurance company	NIL	\$15.71 S \$39.94 F	London Life	YES
	Faculty	"	NIL	100% paid after deductible	NIL	\$20.17 S \$51.31 F	London Life	YES
<u>Visioncare</u> - once every 24 months for purchase of prescribed eye glasses or contact lenses - Maximum \$100 per person	UWOSA, CUPE, Engineers Police Association							
- Maximum \$150 per person	Faculty, P.M.A., CUPE, Physical Plant & Arena CUPE, Food Services, UWOSA	First day of appointment on a full-time continuing basis	NIL	100% paid by insurance company	NIL	\$ 3.15 S \$ 8.04 F	London Life	YES

SUPPLEMENTARY HEALTH INSURANCE

<u>Services Insured</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Deductible Amount</u>	<u>Co-insurance Provisions</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
<u>WLU</u> Private nursing care by registered nurse in/out hospital when not provided by OHIP - a direct order by doctor, difference between ward and semi-private and private room in hospital, difference between semi-private and private room in hospital, out-patient physiotherapy (by registered physiotherapist) when not paid by OHIP therapeutic equipment, artificial limb or eye, or a truss, brace, crutch or cast, pres. drugs, blood, bandages or surgical dressings, up to \$10/day in Licensed Private hospital for max. of 120 days, dental care by dentist or oral surgeon out of hospital resulting from accidental injury occurring after effective date of coverage, psychologist treatment, masseur, physiotherapist and speech therapist, ambulance services, oxygen and its administration. Vision/Hearing care \$150 vision & \$500 hearing per person once every 24 months.	All full-time staff and faculty Part-time in excess of 1250 hours per annum	First of month following date of employment	\$25 S \$50 F	n/a	0 0	\$14.03 S \$43.97 F	Allstate	YES
<u>WINDSOR</u> <u>Faculty:</u> Green Shield E.H.B.	Full-time faculty	30 day E.P.	10/20	100%	n/a	\$25.12 S \$69.18 F	Green Shield	YES
Green Shield semi-private	All groups	30 day E.P.	n/a	n/a	n/a	\$ 3.49 S \$ 7.02 F	Green Shield	n/a
<u>Admin. Non-Union</u> Green Shield Pres. Plan	Full-time Admin. Full-time Union	30 days End of Probation	100/pres.	n/a	n/a	\$26.31 S \$65.72 F	Green Shield	YES

SUPPLEMENTARY HEALTH INSURANCE

<u>Services Insured</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Deductible Amount</u>	<u>Co-insurance Provisions</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
<u>WINDSOR (Cont'd)</u> <u>CUPE 1001:</u> Janitors, Housekeeping, Dietary	Full-time Admin. Full-time Union	60 days	100/pres.		n/a	\$29.47 S \$73.67 F	Green Shield	YES
<u>CUPE 1393:</u> Technicians Green Shield Pres. Plan		"			n/a	\$27.38 S \$68.44 F	"	"
<u>Admin. Union S.E.I.U. 210:</u> Green Shield Pres. Plan		"			n/a	\$31.42 S \$78.59 F	"	"
<u>CUPE 100:</u> Green Shield Pres. Plan		60 days			n/a	\$27.13 S \$67.85 F	"	"
<u>UPGWA 1958:</u> Green Shield Pres. Plan		After 480 hrs.			n/a	\$ 43.13 S \$107.73 F	"	"
<u>Retirees</u> Pres. Plan						\$15.97 S \$31.93 F	"	"
<u>Exec.</u> Pres. Plan						\$18.66 S \$45.16 F	"	"
E.H.S	Non-union Admin. & Exec.	30 days	n/a	100%	n/a	\$ 1.05 S \$ 2.58 F	"	"
E.H.S - T4	CUPE 1393 S.E.I.U. 210 CUOE 100 CUPE 1001 UPOWA 1958	After probation	n/a	100%	n/a	\$ 1.77 S \$ 4.70 F	"	"
Green Shield Vision Care \$80/24 months	All Groups					\$ 1.59 S \$ 4.13 F		

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SUPPLEMENTARY HEALTH INSURANCE

<u>Services Insured</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Deductible Amount</u>	<u>Co-insurance Provisions</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
YORK Drugs, private duty nursing, prosthetic appliances, dental care resulting from an accident, ambulance, medical supplies and appliances, services of osteopaths, chiropractors, naturopaths, podiatrists, masseurs, speech therapists, clinical psychologists, physiotherapists, Christian Science healers	Full-time Faculty	Date of appointment	\$25/single \$50/family	100%	NIL	\$20.61 S \$56.40 F	LonLife Financial Services	YES (self experienced)
Support Staff 24.5 hours or more	"	"	100%	NIL	<u>P & M</u> \$13.38 S \$36.57 F			
				100%		<u>YUSA</u> \$12.97 S \$36.23 F		
				100%		<u>UPGWA</u> \$17.93 S \$50.91 F		
				80%		<u>IUOE</u> \$15.71 S \$43.01 F		
				80%		<u>CUPE</u> \$11.17 S \$26.06 F		
				80%		<u>Post Docs</u> \$1.37 S \$3.90 F		

SUPPLEMENTARY HEALTH INSURANCE

<u>Services Insured</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Deductible Amount</u>	<u>Co-insurance Provisions</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
<u>YORK (Cont'd)</u> Hospital coverage Semi-private	UPGWA, POST DOCS	Date of appointment	n/a	100%	As above	As above	LonLife Financial Services	YES (Self experienced)
Private	Full-time Faculty, Support Staff 24.5 hours or more.	Date of appointment	n/a	100%	As above	As above		
<u>Vision Care</u> Prescription eyeglasses and contact lenses \$225/person/24 months	P&M, Full-time Faculty	Date of appointment	\$25/single \$50/family	100%	NIL S \$8.29 F	\$5.47 S \$5.47 F		
\$150/person/24 months	CUPE	"	"	100%	NIL S \$7.44 F	\$3.18 S \$3.18 F		
<u>Vision/Hearing Care</u> Prescription eyeglasses and contact lenses \$200/person/24 months	Support Staff 24.5 hours or more.	Date of appointment	n/a	100%	NIL S \$8.10 F	\$5.34 S \$5.34 F		
\$150/person/24 months	UPGWA	"	\$25/single \$50/family	100%	NIL S \$5.06 F	\$3.34 S \$3.34 F		
Prescription hearing aid, max. \$300/person/36 months								

LONG TERM DISABILITY - SALARY CONTINUATION

<u>Benefits as % of Salary</u>	<u>What is Escalation Clause</u>	<u>Voluntary or Compulsory Participation</u>	<u>Who is Eligible</u>	<u>When Benefit</u>	<u>Waiting Period for Premium</u>	<u>Total Premium</u>	<u>% of Prem. Paid by Employer</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
BROCK 60%, max \$5,000 per month, 66.9% for TSA members Permanent part-time staff are covered on same basis as full-time with a 60 month benefit limit. Seasonal staff are covered during period of work subject to 60 month max.	maximum of 5%	Compulsory	All faculty and non-unionized staff	Upon appointment	905 days	.62% of salary, .684% for TSA members	0%	Confederation Life	Partially experience rated
CARLETON Academic union 66 2/3% max. 8000 per month (C.P.P. integrated)	3%	Compulsory	All full-time and part-time employees with a continuing appt. or term appts. after 12 months	Upon appointment	180 calendar days	\$1.152/100 of gross salary	0%	Metropolitan Life	Partially experience rated
<u>Non-Union Staff - Salaries less than 21,600</u> same as CUPE 2424 except when salary reaches \$21,600 higher benefit level applies									

LONG TERM DISABILITY - SALARY CONTINUATION

<u>Benefits as % of Salary</u>	<u>What is Escalation Clause</u>	<u>Voluntary or Compulsory Participation</u>	<u>Who is Eligible</u>	<u>When Benefit</u>	<u>Waiting Period for Premium</u>	<u>Total Premium</u>	<u>% of Prem. Paid by Employer</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
CARLETON (Cont'd)									
<u>Non-Union Staff - Salaries \$21,600 and over</u> 75% max., \$8,000 per month (C.P.P. integrated)	3%	Compulsory	Same	Upon appointment	180 calendar days	\$1.302/100 of gross monthly salary		Metropolitan Life	Partially experience rated
<u>CUPE 2424 (Administrative/ Technical Union)</u> 65% max., \$8000 per month (C.P.P. stacked)	n/a	Compulsory	Same	Upon appointment	180 Calendar days	.872/100 of gross monthly salary	100%	Matropolitan Life	Partially experience rated
<u>C.G.A. (Security Staff Union)</u> 35% max., \$2000 per month (C.P.P. stacked)	4%	Compulsory	Same	Upon appointment	180 calendar days	1.028 of gross monthly salary	100%	Matropolitan Life	Partially experience rated
<u>CUPE 910</u> 65% maximum; \$2500 per month (C.P.P. stacked)	n/a	Compulsory	Same	Upon appointment	180 calendar days	.872/100 of gross salary per month	100%	Matropolitan Life	Partially experience rated
<u>I.C.T.U.</u> 65%, maximum \$1170 per month (C.P.P. stacked)	n/a	Voluntary	Same	Upon appointment	180 days	.872/100 of gross salary per month	90%	Matropolitan Life	Partially experience rated

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LONG TERM DISABILITY - SALARY CONTINUATION

<u>Benefits as % of Salary</u>	<u>What is Escalation Clause</u>	<u>Voluntary or Compulsory Participation</u>	<u>Who is Eligible</u>	<u>When Benefit</u>	<u>Waiting Period for Premium</u>	<u>Total Premium</u>	<u>% of Prem. Paid by Employer</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
GUELPH 66 2/3% of salary (max. \$4,500 per month) (primary C.P.P. integration)	Ad Hoc	Compulsory for all regular full-time. Voluntary for others	All regular faculty & staff and temporary full-time in excess of 6 months and part-timers working at least 51% of normal workload	Faculty & staff on appointment; waiting periods for temporary and part-time staff	90 calendar days	F.T. - .52/100 of gross salary. Temporary full-time & part-timers - .29/100 of gross salary	66.66	Constellation Life	Partially experience rated
LAKEHEAD 60% of monthly earnings to a maximum of \$5,000 per month	n/a	Compulsory	Faculty & Senior Admin.	Upon appointment	17 weeks	\$.737/100 monthly insured earnings	0%	Sun Life	Fully Pooled
60% of monthly earnings to a maximum of \$3,000 per month		Compulsory	All Others	Upon appointment	17 weeks	\$.737/100 monthly insured earnings	75%	Sun Life	Fully Pooled

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LONG TERM DISABILITY - SALARY CONTINUATION

<u>Benefits as % of Salary</u>	<u>What is Escalation Clause</u>	<u>Voluntary or Compulsory Participation</u>	<u>Who is Eligible</u>	<u>When Benefit</u>	<u>Waiting Period for Premium</u>	<u>Total Premium</u>	<u>% of Prem. Paid by Employer</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
LAURENTIAN CUPE, Local 1555 (Main. & Printing) 80% of salary max. of \$2,500/mo.	max. of 3%	Compulsory	All full-time staff	1st day of month coincident with or following date of employment	6 months	\$1.33/100	100%	Confederation Life	No
All Other Employees 70% of salary to \$24,999.99/yr. 66 2/3 of salary from \$25,000 to \$39,999.99/yr. 60% of salary from \$40,000/yr. Maximum benefit \$4,000 per month or 85% of net earnings, whichever is lesser	max. of 3%	Compulsory	All full-time staff	1st day of month coincident with or following date of employment	6 months	\$1.46/100	0%	Confederation Life	No
MCMMASTER To be indexed at the annual rate defined in the Contributory Pension Plan on each July 1.	n/a	Compulsory	All perm. faculty & staff	Upcn appointment	None	0.47% of salary	NIL	Sun Life	YES for 1st 5 years; pooled after 5 years

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LONG TERM DISABILITY - SALARY CONTINUATION

<u>Benefits as % of Salary</u>	<u>What is Escalation Clause</u>	<u>Voluntary or Compulsory Participation</u>	<u>Who is Eligible</u>	<u>When Benefit</u>	<u>Waiting Period for Premium</u>	<u>Total Premium</u>	<u>% of Prem. Paid by Employer</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
MCMASTER (Cont'd)									
75% of net income to a max. \$7,000/ month. These benefits offset by disability benefits under CPP/QPP (primary only), UIC & any payments from any employer and disability benefits under any insurance plan arranged on a group basis.									
Net Income defined as Gross Income less UIC, CPP and Income Tax calculated assuming the member has a dependent spouse.									
<u>OISE</u> 60%, \$3,000 maximum	n/a	Compulsory	All full & part-time staff & faculty	Upon appointment	90 days	.706/100 of annual salary (monthly)	0%	Confederation Life	YES

LONG TERM DISABILITY - SALARY CONTINUATION

<u>Benefits as % of Salary</u>	<u>What is Escalation Clause</u>	<u>Voluntary or Compulsory Participation</u>	<u>Who is Eligible</u>	<u>When Benefit</u>	<u>Waiting Period for Premium</u>	<u>Total Premium</u>	<u>% of Prem. Paid by Employer</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
OTTAWA 66 2/3% max. \$8,500/month This applies for full or partial disability.	max. of 4%/yr	Compulsory	All full-time staff members with minimum 15 hr/wk	All full-time staff members on 1st day	119 calendar days from date of total disability	\$1.56/100	100%	Laurentian/Imperial Life	YES
QUEEN'S 68% first \$12,000 up to a maximum of \$10,000 50% remainder, max. benefit \$5,000 per month	up to a maximum of 5% per annum of C.P.I.	Voluntary	Full-time & part-time employees	At hiring	180 days	1.09%	NIL	Canada Life	YES
RYERSON <u>Administrative and Academic Support:</u> 75% of salary to a max. benefit of \$4,500 per month less any other disability pension paid. Payable to age 65. Includes 6% pension contributions based on salary or date of disability	Starts with 13th full month pmt. & annual after based on Stats. Can. Toronto CPI to max 8% annual adjust. compounded	Compulsory	All full-time employees and part-time employees with more than 12 months service	1st day of employment	66 days	.678% of monthly salary to max of \$4,500 (non-union support staff) .696% of monthly salary to max. of \$7,750 for Excluded Management	100%	Sun Life	Fully Pooled
					66 days	CUPE 2.339% to max of \$2,500			
					66 days	C.J.R.T./F.M. .76% open college max. of \$4,500			

LONG TERM DISABILITY - SALARY CONTINUATION

<u>Benefits as % of Salary</u>	<u>What is Escalation Clause</u>	<u>Voluntary or Compulsory Participation</u>	<u>Who is Eligible</u>	<u>When Benefit</u>	<u>Waiting Period for Premium</u>	<u>Total Premium</u>	<u>% of Prem. Paid by Employer</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
RYERSON (Cont'd)									
Faculty 80% of salary to a max. benefit of \$7750 per month less any other disability pension paid. Payable to age 65. Ryerson pays pension contributions on behalf of faculty member based on salary on date of disability.	"	Compulsory	All full-time faculty	1st day of appointment	66 days	1.711% of monthly salary to max. of \$7,750	100%	Sun Life	Fully Pooled
Sessional 75% of salary paid until end of contract		Compulsory	All sessional	1st day of appointment	7 days (1/2 sessional) 15 days (full sessional)		100%	Self-insured	
TORONTO effective July 1/90: 70% of annual earning with maximum insurable earnings of \$90,000 (Max. benefit will be \$63,000 per annum)	After 12 months payments annual increase of 7% or the across the board economic increase whichever is the lesser	Voluntary	All full-time and part-time staff holding an appointment of 25% or more of full-time	On appointment or date application card signed whichever is the latter date	90 days consecutive	1.20% of monthly insurable earnings	80%	Confederation Life (ASO only) Self-insured effective September 1/89	YES

LONG TERM DISABILITY - SALARY CONTINUATION

<u>Benefits as % of Salary</u>	<u>What is Escalation Clause</u>	<u>Voluntary or Compulsory Participation</u>	<u>Who is Eligible</u>	<u>When Benefit</u>	<u>Waiting Period for Premium</u>	<u>Total Premium</u>	<u>% of Prem. Paid by Employer</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
TRENT									
Staff See Sick Leave Entitlement Policy. After 6 months; 66 2/3% of the first \$21,600 of insurable; 50% of next \$43,200; 40% of balance, less any other disability retirement benefit; 85% of net income all-source limitation.	Benefits increased annually according to Consumer Price Index, with a max. annual increase of 2%	Compulsory	All full-time and half-time regular and recurring staff	Full-time and half-time hourly paid staff after 3 mos. of service. Others from date of appointment	1st 6 mos. of illness and/or disability covered under Univ. Sick Leave Entitlement Plan	.882% of insured payroll	NIL	Sun Life	YES
Faculty									
See Sick Leave Entitlement Policy. After 6 mos; 75% of insurable earnings, less any other disability or retirement benefits; 80% of gross income all-source limitation.	Benefits increased annually according to CPI with a max. annual increase of 2%	Compulsory. Voluntary for faculty with limited term appointments	All full-time and half-time tenured and probationary faculty, limited term appointments and senior management	From date of appointment	1st six mos. of illness and/or disability covered under Univ. Sick Leave Entitlement Plan	1.31% of insured payroll	100%	Sun Life	YES
WATERLOO									
60% of base salary to max. benefit of \$4,000/mo. tax free or maximum of 85% pre-disability Net Income	Up to 5% per annum	Compulsory	All full-time faculty & Sr. staff All other full-time staff (inc. Union)	After 1st day of employment After 3 mos. of employment	180 days 90 days	1.08% x salary	NIL	Manufacturers Life	YES

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LONG TERM DISABILITY - SALARY CONTINUATION

<u>Benefits as % of Salary</u>	<u>What is Escalation Clause</u>	<u>Voluntary or Compulsory Participation</u>	<u>Who is Eligible</u>	<u>When Benefit</u>	<u>Waiting Period for Premium</u>	<u>Total Premium</u>	<u>% of Prem. Paid by Employer</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
<u>WESTERN</u>									
75% of salary up to max. \$5,000/mo.	3% per year	Compulsory	All full-time permanent members of staff, faculty & CUPE	1st day of appointment on full-time continuing basis	15 weeks	\$1.39 per \$100 benefit	100%	Canada Life	YES
75% of salary up to max. \$5,000/mo.	6% per year	Compulsory	Professional/Mgr. UWOSA	"	"	\$1.55 per \$100 benefit	"	"	"
<u>WLU</u>									
60% of first \$15,000, 50% of excess (\$5,000 max.)	2% per annum	Voluntary	All full-time faculty and staff, P.T. over 1250 hours per annum	Management and Faculty: date of employment Admin. Staff: first day of month following 3 months of employment	120 days	\$1.51 per \$100 of benefit	NIL	Manufacturers Life	YES

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LONG TERM DISABILITY - SALARY CONTINUATION

<u>Benefits as % of Salary</u>	<u>What is Escalation Clause</u>	<u>Voluntary or Compulsory Participation</u>	<u>Who is Eligible</u>	<u>When Benefit</u>	<u>Waiting Period for Premium</u>	<u>Total Premium</u>	<u>% of Prem. Paid by Employer</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
WINDSOR									
<u>Executives</u> - 80% of salary to a max. of \$10,000/mo.	Based on wages as raised each year for admin. & union	Compulsory	Full-time faculty	-30 days	105 days	<u>Exec</u> \$.74/\$100	100%	Constellation	YES
* <u>Faculty & Prof. Lib.</u>			Admin.	-30 days		<u>Faculty</u> \$.36/\$100 M.I.P.	0%		
66 2/3% of 1st \$1,800 mon. sal., 50% of next \$3,600, 40% of next \$2,500. Max. benefit \$4,000 mo. non-taxable			Union	-end of probation		<u>Admin</u> \$.47/100 M.I.P.	0%		
* <u>Admin</u> - 66 2/3% of salary to a max. of \$5,000/mo - non-taxable						<u>Union 210</u>	\$\$.90/\$100 M.I.P.	100%	
<u>CUPE 100 & 1001, SEIU 210</u>						<u>1393 Tech Union</u>	\$.98/\$100	0%	
50% of salary to max. of \$2,500/mo.						<u>UPGWA 1958</u>	\$1.13/\$100	0%	
* <u>CUPE 1393 & UPGWA 1958</u> (Technicians) - 66 2/3 of salary to max. of \$2,500/mo. - "non-taxable"						<u>CUOE 100</u>	.85/\$100	100%	
						<u>CUPE 1001</u>	.85/\$100	100%	

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LONG TERM DISABILITY - SALARY CONTINUATION

<u>Benefits as % of Salary</u>	<u>What is Escalation Clause</u>	<u>Voluntary or Compulsory Participation</u>	<u>Who is Eligible</u>	<u>When Benefit</u>	<u>Waiting Period for Premium</u>	<u>Total Premium</u>	<u>% of Prem. Paid by Employer</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
<u>YORK</u> 85% of Net Income	n/a	Compulsory	P&M	Date of appointment	15 weeks	<u>P&M</u> .97/\$100	100%	London Life	YES
85% of net			Full-time Faculty	"	15 weeks	<u>Faculty</u> .77/\$100	NIL		
60% of 1st \$6000 plus 50% of excess			All other staff 24.5 hours or more	"	90 days or cessation of sick leave whichever occurs later	<u>YUSA</u> .82/\$100 <u>CUPE</u> \$1.95/\$100 <u>IUOE</u> \$1.36/\$100 <u>UPGWA</u> \$1.36/\$100 of monthly salary	100% 100% 100% 100%		

SICK LEAVE PROGRAM

<u>Coverage</u> <u>Days Weeks Month</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Full Salary or Percent</u>	<u>Self-Insured</u>
BROCK 105 days (elimination period on LTD) per disability or illness	Faculty and non unionized staff (full-time)	Upon appointment	Full Salary	YES
1 1/2 days/month cumulative sick leave program Seasonal unionized staff are covered on a pro rata basis	Unionized staff (maintenance and housekeeping full-time)	Upon appointment	Full salary until sick leave credits are exhausted	YES
CARLETON <u>Administrative Support,</u> <u>Technical Support</u> During the first year, 1 1/2 days for each month of service. Following one year of service, 6 months	All full-time and regular part-time staff	Date of appointment	Full Salary for accumulated days - thereafter nil salary	YES
<u>Management & Faculty</u> 6 months	All full-time and regular part-time staff	Date of appointment	Full salary	YES
<u>Trade Groups</u> 1 1/2 days for each month of service	"	"	Full salary for accumulated days - thereafter nil salary	YES
GUELPH Unlimited to date of eligibility for disability insurance. Maximum 60 days	C.U.P.E., Stationery Engineers, Food Services, Police - exempt	After 3 months employment	Full	YES

SICK LEAVE PROGRAM

<u>Coverage</u> <u>Days Weeks Month</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Full Salary or Percent</u>	<u>Self-Insured</u>
GUELPH (Cont'd)				
Cumulative Sick Days Accumulated as follows: Less than 3 mos. employment More than 3 mos. employment More than 12 mos. employment More than 24 mos. employment More than 36 mos. employment More than 48 mos. employment	Staff Association	3 days 10 days 24 days 36 days 48 days 60 days	Full pay " " " "	YES
3 months sick pay	Faculty & Professional staff	Immediate	Full pay	YES
LAKEHEAD				
<u>Support Staff (Non-Union)</u> Cumulative Sick Leave plan whereby an employee accumulates 1 1/2 days per month of service, to a maximum of 120 days	All full-time non-union support staff	Accumulated rate of 1 1/2 days per month after probation retroactive to start date	Full salary	YES
<u>Support Staff (Union)</u> Cumulative Sick Leave plan whereby employee accumulates 1 1/2 days per month of service to a maximum of 120 days	Unionized office staff	Accumulated rate of 1 1/2 days per month after probation retroactive to start date	Full salary	YES
<u>Faculty/Senior Administration</u> For extended period of sickness, 1 month for each year of service to a maximum of 4 months after which the LTD plan applies	Faculty and Senior Administrative Personnel	Upon appointment	Full salary	YES

SICK LEAVE PROGRAM

<u>Coverage</u> <u>Days Weeks Month</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Full Salary or Percent</u>	<u>Self-Insured</u>
<u>LAURENTIAN</u> 6 months	All full-time employees	On appointment	Full Salary	YES
<u>MCMASTER</u> 15 weeks increasing to 26 weeks after 10 years of service	Salaried Support Staff	On appointment	Full Salary	YES
26 Weeks	Professional Management Level 12 and higher and all faculty	On appointment	Full salary	YES
<u>OISE</u> 20 days per year (cumulative) (Prorated for part-time)	All full & part-time support staff	Upon appointment	Full salary	YES
Interim LTD if necessary re LTD waiting period of 90 days	All full & part-time support staff	Upon appointment	60% of salary \$3,000 maximum	YES
90 days	Faculty	Upon appointment	Full salary	YES
<u>OTTAWA</u> 119 days	All regular employees with minimum 15 hrs/week	No waiting period	100%	YES
<u>QUEEN'S</u> Six months	All regular staff members	No waiting period	Full salary	YES
<u>RYERSON</u> 66 working days	All regular and probationary, Administrative & Academic Support staff, and full-time faculty	Date of employment	Full salary	YES

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SICK LEAVE PROGRAM

<u>Coverage</u> <u>Days Weeks Month</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Full Salary or Percent</u>	<u>Self-Insured</u>
<u>RYERSON</u> (Cont'd)				
66 working days	CUPE		100% Days 1-22 75% Days 23-66	
7 working days	half sessional			
15 working days	full sessional			
<u>TORONTO</u>				
15 weeks	All full-time and part-time appointed staff members	After 3 months completed service	100%	YES
<u>TRENT</u>				
<u>Faculty</u> 6 months	All Faculty	Date of appointment	Full Salary	YES
<u>Staff</u> 1) 6 months	Regular or recurring staff who work 17 1/2 hours or more per week	Date of appointment	Full salary	YES
2) Maximum 60 days	Regular or recurring staff who work <u>less than</u> 17 1/2 hours per week	One normal work day for each month of service to a maximum of 60 days		YES
<u>CUEW</u>				
Paid sick leave for those unable to perform duties due to illness or injury; medical certificate must be provided when requested. When extended absence anticipated, supervisor must be kept informed weekly.				
	Members of CUEW			YES

SICK LEAVE PROGRAM

<u>Coverage</u> <u>Days Weeks Month</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Full Salary or Percent</u>	<u>Self-Insured</u>
<u>WATERLOO</u> 30 days + 1 day for every month worked to a maximum of 180 days	Staff except Management, Professional, Specialized and Senior technical	After 1st full day at work	Full Salary	YES
180 days	Faculty, Management, Professional, Specialized and Senior Technical	After 1st day of employment	Full Salary	YES
Regular Part-Time	50% or more annual commitment	After 4 years	Full Salary	YES
<u>Union</u> During probation period - 3 days until 75 days worked then 30 days as per staff	All full-time employees		Full Salary	YES
<u>WESTERN</u> 15 weeks	Full-time continuing staff, faculty, CUPE, Police Association & Engineers	1st day of employment	Full Salary	YES
<u>WLU</u> 90 days	Full-time faculty	Date of Employment	Full salary	YES
90 days	Exec. professional staff, Support Staff	Date of Employment	Full salary if accumulated 2/3 if not accumulated to 90 days	YES
105 days	Maintenance staff	Accumulated rate of 1 1/2 days per month after probation retroactive to start date	Full credit and 2/3 salary to 105 days	YES
<u>WINDSOR</u> <u>Short-term</u> - first 105 days	All full-time faculty and staff	30 days after hiring or end of probation period	100%	YES

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SICK LEAVE PROGRAM

<u>Coverage</u> <u>Days Weeks Month</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Full Salary or Percent</u>	<u>Self-Insured</u>
YORK Accumulated at 1 1/2 days per month of service	YUSA, CUPE, IUOE, UPGWA	Accrued from appointment date for each full month of employment	Full Salary	YES
15 weeks	Faculty, Professional & Managerial	Date of Appointment	Full Salary	YES

SICK LEAVE PROGRAM (BENEFITS CONTINUANCE)

	<u>Are Benefits Continued?</u>	<u>As if Full Salary</u>	<u>Cost Sharing Arrangements?</u>	
			<u>EE</u>	<u>ER</u>
<u>BROCK</u>	YES	YES	SAME	SAME
<u>CARLETON</u>	YES	YES	SAME	SAME
<u>GUÉLPH</u>	YES	YES	SAME	SAME
<u>LAKEHEAD</u>	YES	YES	SAME	SAME
<u>LAURENTIAN</u>	YES	YES	SAME	SAME
<u>MCMASTER</u>	YES	YES	SAME	SAME
<u>O.I.S.E.</u>	YES	YES	SAME	SAME
<u>OTTAWA</u>	YES	YES	SAME	SAME
<u>QUEEN'S</u>	YES	YES	SAME	SAME
<u>RYERSON</u>	YES	YES	SAME	SAME
<u>TORONTO</u>	YES	YES	SAME	SAME
<u>TRENT</u>	YES	YES	SAME	SAME
<u>WATERLOO</u>	YES	YES	SAME	SAME
<u>WESTERN</u>	YES	YES	SAME	SAME
<u>W.L.U.</u>	YES	YES	SAME	SAME
<u>WINDSOR</u>	YES	YES	SAME	SAME
<u>YORK</u>	YES	YES	Same while on paid sick leave - NIL when on unpaid sick leave	Same while on paid sick leave 100% when on unpaid sick leave, except Pension Plan

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LONG TERM DISABILITY (BENEFITS CONTINUANCE)

	<u>Are Benefits Continued?</u>	<u>As if Full Salary</u>	<u>EE</u>	<u>ER</u>
<u>BROCK</u>	YES	YES	SAME - deemed contribution	SAME
<u>CARLETON</u>	YES	YES	NIL	100%
<u>GUELPH</u>	YES	YES	Pension - NIL Life Insurance - NIL after 6 mos. LTD - NIL Dental - same Major Medical - NIL	100% 100% - after 6 mos. 100% Same 100%
<u>LAKEHEAD</u>	YES	YES	SAME - no pension contribution	SAME - no pension contribution
<u>LAURENTIAN</u>	Yes, with the exception of the pension plan and for the following duration: Faculty - 30 months; CUPE, Local 1555 (Main. & Printing) - 18 months All Others - 24 months Continuation in the Extended Medical and Hospital Care coverages to the date disability ceases or the normal retirement date	YES	Same except no pension contributions SAME	Same except no pension contributions. ER accrues liability for years of service SAME
<u>MCMASTER</u>	YES	YES	NIL	100%
<u>OISE</u>	YES	YES	NIL	100%
<u>OTTAWA</u>	YES	YES	NIL *partial disability under review	100%

LONG TERM DISABILITY (BENEFITS CONTINUANCE)

	<u>Are Benefits Continued?</u>	<u>As if Full Salary</u>	<u>Cost Sharing?</u>	
			<u>EE</u>	<u>ER</u>
<u>QUEEN'S</u>	YES	YES	Same for medical Plans - university pays life ins. & pension plan	Medical same, 100% Life Ins. & Pension Plan
<u>RYERSON</u>	YES	YES	SAME	SAME
<u>TORONTO</u>	YES	YES	SAME - for medical plans. University pays full pension premiums on pension, group life ins. and LTD premiums are waived	SAME - for medical plans. Univ. pays full premiums on pension & group life and LTD premiums are waived
<u>TRENT</u>	YES	YES	NIL	100%
<u>WATERLOO</u>	YES	YES	SAME - no pension contributions	SAME - Ee & Er pension contributions
<u>WESTERN</u>	Yes except voluntary plans	YES	NIL SAME	Compulsory Benefits Optional Benefits 100% SAME
<u>W.L.U.</u>	YES	YES	SAME	SAME
<u>WINDSOR</u>	YES	YES	SAME	SAME
<u>YORK</u>	YES	YES	NIL	100% including Pension Plan

LIFE INSURANCE

<u>Amount of Life Insurance Available</u>	<u>Voluntary or Compulsory Participation</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Total Premium (\$.00/\$ 1,000 per month)</u>	<u>% of Premium Paid by Employer</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
<u>BROCK</u> <u>Non-Union Faculty and Staff</u> 3 X earnings (rounded to next highest \$1,000) to age 65 (max. 150,000)	Compulsory	All full-time faculty and full-time and part-time permanent staff	Upon appointment	\$.205/1,000	100%	Confed. Life	First \$60,000 of each claim - remainder pooled
<u>Unionized Staff</u> 2 X earnings (rounded to next highest \$1,000) to age 65 (max. 100,000)	Same	Full-time staff Seasonal during period of employment	Upon appointment		100%	Confed. Life	First \$60,000 of each claim - remainder pooled
<u>Additional Benefit</u> Units of \$10,000 to a max. of \$100,000	Voluntary	All full-time faculty, full-time and part-time permanent staff and unionized staff	Upon appointment	Dependent on age. Five year age bands range from \$.80/mo/10,000 to \$10.80/mo/10,000	NIL	Confed. Life	Fully pooled
<u>CARLETON</u> Basic Benefit 2 X salary rounded to next highest \$1,000	Compulsory	All full-time and part-time employees with continuing or term appointments	On appointment	\$.25/1000	<u>Faculty</u> First \$18.48 of monthly premium <u>ICTU</u> 90% <u>Support Staff</u> 80% <u>All Others</u> 100%	Metropolitan Life	First \$100,000 on each claim - remainder pooled

LIFE INSURANCE

<u>Amount of Life Insurance Available</u>	<u>Voluntary or Compulsory Participation</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Total Premium (\$.00/\$1,000 per month)</u>	<u>% of Premium Paid by Employer</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
<u>CARLETON (Cont'd)</u> Additional Benefit Units to \$10,000 to maximum of \$250,000	Voluntary	As above	On appointment subject to satisfactory evidence of health	Dependent on age - 5 year age bands, ranges from \$.50/mo/\$10,000 to \$7.00/mo/\$10,000	NIL	Metropolitan Life	Pooled
<u>GUELPH</u> Option of: a) either 2 b) 3 X annual salary or c) survivor benefit	Compulsory	All regular faculty and staff	On appointment for full-time.	\$.17/\$1,000	66.66% for full-timers	Sun Life	YES
1 X annual salary	Compulsory	Employees hired for more than 6 months, and part-timers working at least 51% of normal workload	On appointment	\$.17/1,000	66.66% for temp. full-time; prorata for part-timers	Sun Life	YES
<u>LAKEHEAD</u> <u>Faculty/Senior Adm.</u> Up to age 65, 3 X Basic annual earnings, max \$200,000. January 1, 1991 faculty coverage increased to a maximum of \$250,000	Compulsory	All full-time faculty and sr. admin.	On appointment	\$.41/1,000	100%	Sun Life	Experience rated to 125% of premiums

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LIFE INSURANCE

<u>Amount of Life Insurance Available</u>	<u>Voluntary or Compulsory Participation</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Total Premium (\$.00/\$1,000 per month)</u>	<u>% of Premium Paid by Employer</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
<u>LAKEHEAD (Cont'd)</u> <u>Support Staff</u> Up to age 65, 1 1/2 X basic annual earnings, max. \$100,000	Compulsory	All full-time support staff	On appointment	\$.41/1,000	100%	Sun Life	Experience rated to 125% of premiums
<u>LAURENTIAN CUPE, Local 1555 (Main. & Printing)</u> 4.5 X salary to next multiple of 1,000 - max. coverage of \$75,000	Compulsory	All full-time employees	First day of month coincident with or next following date of appointment	\$.30/1,000	35%	Confed. Life	First 75,000 of each claim - remainder pooled
<u>All Other Employees</u> 3 X salary to next multiple of 1,000 - max. coverage of \$200,000	Compulsory	All full-time employees	First day of month coincident with or next following date of appointment	\$.33/1,000	100% for L.U.S.A. 50% for all other employees	Confed. Life	First 75,000 of each claim - remainder pooled
<u>MCMASTER</u> Single: annual salary to next higher 1,000 X 1, X 2, or X 3 Married: annual salary to next highest 1,000 X 1, X 2, X 3 and/or survivor income benefit	Compulsory for all full-time and part-time employees	All permanent employees who are under age 65 at date of hiring	1st day of employment	\$.20/1,000	100% on 1 X 60% on 2 X 60% on 3 X	Sun Life	YES

LIFE INSURANCE

<u>Amount of Life Insurance Available</u>	<u>Voluntary or Compulsory Participation</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Total Premium (\$.00/\$1,000 per month)</u>	<u>% of Premium Paid by Employer</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
<u>OISE Faculty</u> - \$25,000 basic free, option of 3 X annual - maximum of \$400,000	Compulsory	35% or more	Upon appointment	\$.41/1,000	100% Basic free, 75% of 3 X option	Confederation Life	Fully pooled
<u>Professional</u> \$30,000 basic free option 1, 2, or 3 X annual salary, maximum \$150,000	Compulsory	All full & part-time with 25% or more employment	Upon appointment	\$.369/1,000	100% Basic free, 75% option	Confederation Life	YES
<u>General Support</u> \$25,000 basic free option 1, 2 or 3 X annual salary - maximum \$125,000	Compulsory	"	Upon appointment	\$.369/1,000	100% basic free 75% option	Confederation Life	YES
<u>Professional Research Staff</u> \$75,000 basic free option 1, 2, or 3 X annual salary - maximum \$125,000	Compulsory	"	"	.369/1,000	100% basic free 50% option	"	"
<u>Management</u> \$25,000 basic free, option 1 X, 2 X, 3 X annual salary - maximum \$400,000	Compulsory	"	"	.401/1,000	100% basic free 75% option 1 X, 2 X, 3 X	"	"

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LIFE INSURANCE

<u>Amount of Life Insurance Available</u>	<u>Voluntary or Compulsory Participation</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Total Premium (\$.00/\$1,000 per month)</u>	<u>% of Premium Paid by Employer</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
OTTAWA Basic Staff members with no spouse or dependents 150%. Staff members with spouse and/or dependent 300% Max. of \$175,000	Compulsory	All full-time staff minimum 15 hr/week	On appointment	\$.30/1,000	Employer pays 100% of first 45,000	Metropolitan Life	YES
Optional - for staff up to \$350,000 - for spouse up to \$350,000	Optional	Same as above	On appointment	- As per age & sex categories - Smoker/non-smoker rates	NIL	Metropolitan Life	YES
Optional - for each child \$3,500	Optional	Same as above	On appointment	\$.30/month family	NIL	Metropolitan Life	YES
Voluntary Accident	Optional	Same as above	On appointment	Single - \$1.05/25,000 mo. Family - \$1.55/25,000/mo.	NIL	Ameri. Home	
Death, dismemberment loss of sight or hearing	Optional	Same as above					



LIFE INSURANCE

<u>Amount of Life Insurance Available</u>	<u>Voluntary or Compulsory Participation</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Total Premium (\$.00/\$1,000 per month)</u>	<u>% of Premium Paid by Employer</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
QUEEN'S Basic Group Life Insurance available to all full and part-time employees option of 1 X, 2 X, or 3 X annual salary max. 150,000	Voluntary	All full and part-time staff members	At hiring	\$.30/1,000 per month	50%	Canada Life	YES
Optional Units of \$25,000 up to a maximum of \$250,000	Optional	All full and part-time staff members	At hiring	As per age	NIL	Canada Life	YES
RYERSON Basic: 2 X annual salary rounded to the next thousand, 250,000 max. amount	Compulsory	All full-time faculty, support staff, CUPE, and part-time employees with more than 12 months service	Date of Appointment	\$0.247/1000	100%	Sun Life	Fully Pooled
24 X monthly salary rounded to the next thousand	Compulsory	All sessional instructors under age 65	Date of Appointment	\$0.247/1000	100%	Sun Life	Fully Pooled
Supplementary All full-time faculty additional 2 X annual salary rounded to the next thousand 250,000 max. amount	Compulsory for all faculty commencing employment after Jan. 1/75	All full-time faculty	Date of appointment	\$0.274/1000	70%	Sun Life	Fully Pooled

LIFE INSURANCE

<u>Amount of Life Insurance Available</u>	<u>Voluntary or Compulsory Participation</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Total Premium (\$.00/\$1,000 per month)</u>	<u>% of Premium Paid by Employer</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
RYERSON (Cont'd) Sr. Management additional 2 X annual salary rounded to next thousand 250,000 max. amount	Compulsory	Sr. Management	On date of appointment	\$0.274/1000	70%	Sun Life	Fully Pooled
TORONTO Basic coverage of 1 X annual salary free plus additional optional coverage of 1 X annual salary or 2 X annual salary, 3 X annual salary (effective July 1/90 maximum insurable earnings will be \$125,000)	Optional coverage voluntary. Basic coverage of 1 X salary automatic	All full-time and part-time staff holding an appointment of 25% or more of full-time	On appointment or date application card signed whichever is the latter date	\$.28/1,000	Basic coverage, 100% Optional coverage 33.33%	Canada Life	Yes
TRENT Basic life insurance equivalent to annual salary for salaried faculty and staff. For hourly paid full time staff, amount of insurance is equal to 2,000 X hourly rate. For part-time 1,000 hours X hourly rate	Compulsory Optional faculty; with limited term appointments	Full-time and half-time faculty; full-time and half-time regular and recurring staff	Upon completion of 3 months employment for full-time and half-time hourly staff, from date of appointment for all others	\$0.31/1000	100% of premiums for coverage to \$25,000. 25% of premiums for coverage in excess of \$25,000	Sun Life	Yes

LIFE INSURANCE

<u>Amount of Life Insurance Available</u>	<u>Voluntary or Compulsory Participation</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Total Premium (\$.00/\$1,000 per month)</u>	<u>% of Premium Paid by Employer</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
WATERLOO Options of 1, 2, 3, 4, 5, and 6 X salary available	1 X salary compulsory Optional: spousal insurance up to \$200,000 at age and smoking-related rates	All full-time faculty and staff	On appointment	\$.36/1000 (group rate applicable to 1, 2, 3 X)	100% of 1 X salary 60% of 2 & 3 X salary 4, 5, & 6 X salary paid by employee (age-related and smoking-related rates)	Manufacturers Life	YES
Travel Accident	\$100,000	Travel on Business	On appointment		100%		
WESTERN Basic - 2 X salary	Compulsory	All full-time permanent staff, faculty & union	1st day of appointment on a full-time basis	\$.21/1000	100% of first \$25,000 of coverage. Employee pays full premium for amounts in excess of \$25,000	London Life	YES
Additional 1/2, 1 1/2, 2 X salary	Optional	All full-time permanent staff, faculty & union	1st day of appointment on a full-time basis	Up to Age 39 .06 (smoker), .04 (non-smoker) <u>AGE Cost/\$1,000</u>	NIL	London Life	YES
				<u>Smoker</u>	<u>Non-Smoker</u>		
				40 - 44 .12	.06		
				45 - 49 .20	.14		
				50 - 54 .36	.23		
				55 - 59 .60	.38		
				60 - 65 .80	.52		

\$500,000 maximum total amount (Basic & Optional Amounts)

LIFE INSURANCE

<u>Amount of Life Insurance Available</u>	<u>Voluntary or Compulsory Participation</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Total Premium (\$.00/\$1,000 per month)</u>	<u>% of Premium Paid by Employer</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
WESTERN (Cont'd) A.D. & D. \$20,000 to \$250,000 Employee Coverage, Optional Family coverage @ 50% spouse only or 40% spouse, 10% children	Voluntary	All	"	Employee \$20,000 @ .70/1000 to \$250,000 @ 8.75/1000 Family \$20,000 @ .94/1000 \$250,000 @ 11.75/1000		Mutual of Omaha	Pooled
W.L.U. Basic - 1 1/2 time salary	Voluntary	All full-time faculty and staff, Part-time staff over 1250 hours per annum	Date of employment	\$.29/1000	100% of Basic	Manufacturers Life	YES
Optional - Voluntary increments of \$10,000 to max. of \$350,000	Optional - Voluntary	"	"	Based on age/sex/smoker/non-smoker	0%	Manufacturers Life	
A.D. & D. Optional Maximum \$450,000	A.D. & D. Optional			\$0.03/1000	0%	Manufacturers Life	

LIFE INSURANCE

<u>Amount of Life Insurance Available</u>	<u>Voluntary or Compulsory Participation</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Total Premium (\$.00/\$1,000 per month)</u>	<u>% of Premium Paid by Employer</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
WINDSOR Faculty to age 65 - 3 X annual salary Max. \$200,000. No age reduction to age 65. Ages 65-67 - 1 X annual salary. Max. \$55,000	Compulsory	Full-time faculty, admin. union	First day of month after date of hire	\$.254/1000 inc. \$.03/1000 for A.D.&D.	100% 100%	Confederation Life	YES
Administration to age 65 - 2 X annual salary - max. \$110,000. No age reduction. Age 65 \$3,000 paid up insurance			First day of month after 30 days service		100%	"	"
Unions to age 65 - 2 X wage. Age 65 - \$3000 paid up life - completion of probation					100%	"	"
NOTE: Faculty - effective July 85: 3 X annual salary - max. \$200,000 Executive - same as Faculty							
Union to age 65. No age reduction. Age 65 \$3000 paid-up insurance. Local 1393, 210, 1001, 100, and 1958 2 X annual salary			After the completion of probationary period	\$.294/1000	100%		

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LIFE INSURANCE

<u>Amount of Life Insurance Available</u>	<u>Voluntary or Compulsory Participation</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Total Premium (\$.00/\$1,000 per month)</u>	<u>% of Premium Paid by Employer</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>
<u>YORK</u> 3 X annual salary to July 1st coincident with or following age 65 1 X annual salary July 1st following age 65	Compulsory	All full-time faculty & staff working more than 24 hours	Date of appointment	\$27.5/1000	YUSA/UPGWA - 50% YUFA, P&M, CUPE, IUOE, POSTDOCS - 100%	London Life	YES

SURVIVOR BENEFIT (GROUP LIFE INSURANCE)

(NOTE: Only Guelph, McMaster, Toronto, Trent, and Western currently have Survivor Benefit Plans)

<u>Amount of Benefit</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Total Premium</u>	<u>% of Premium Paid by Employer</u>	<u>Carrier</u>	<u>When Introduced</u>
GUELPH 1 X salary plus 25% of salary to surviving spouse plus 5% of salary to each of up to 3 dependent children	All regular full-time employees with dependants	On appointment for full-timers	1 X salary \$.17/\$1000/mo.	66.6%	Sun Life	Sept. 1/1971
25% salary to spouse \$3.09 per \$100 monthly benefit per month			66.6%			
1 X salary plus 25% to spouse			25% sal. + 5% up to 3 \$2.70 per \$100 monthly benefit per month	66.6%		
1 X salary plus 25% to dependant children only			25% sal. to child \$1.74 per \$100 monthly benefit per month	66.6%		
SIB insurable earnings max. \$180,000 per annum						
MCMASTER Spouse & Children 25% of salary for spouse plus 5% of salary for each dependant child under 21 or 25 if in full-time attendance at school	Members with spouses	1st day of employment	.617% of salary	60% with employee paying all group life premiums	Sun Life	Oct. 1/1969

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SURVIVOR BEVEFIT (GROUP LIFE INSURANCE)

(NOTE: Only Guelph, McMaster, Toronto, Trent, and Western currently have Survivor Benefit Plans)

<u>Amount of Benefit</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Total Premium</u>	<u>% of Premium Paid by Employer</u>	<u>Carrier</u>	<u>When Introduced</u>
MCMASTER (Cont'd) Children Only Survivor 25% of salary to dependant child or children under 21 or 25 if in full-time attendance at school	Members with children	as above	as above	as above	Sun Life	Oct. 1/1969
TORONTO Basic coverage of 1 X annual salary free (\$125,000 max) <u>Plus Spouse & Children</u> 30% of annual salary to surviving spouse for lifetime or until remarriage (guaranteed for 10 years) plus 10% of annual salary for each dependant child under 21 (max. of 2 children) <u>Spouse Only:</u> 30% of annual salary to surviving spouse for lifetime or until remarriage (guaranteed for 10 years)	All full-time and part-time staff holding an appointment of 25% or more of full-time with eligible dependants	On appointment or date of application card signed, whichever is the latter date	\$.28/\$1,000 of commuted value of insurance	Basic coverage 100% Survivor Income Benefit 33.33%	Canada Life	May 1, 1976

SURVIVOR BENEFIT (GROUP LIFE INSURANCE)

(NOTE: Only Guelph, McMaster, Toronto, Trent, and Western currently have Survivor Benefit Plans)

<u>Amount of Benefit</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Total Premium</u>	<u>% of Premium Paid by Employer</u>	<u>Carrier</u>	<u>When Introduced</u>
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TORONTO (Cont'd)

Children Only:
30% of annual salary to orphans until youngest child reaches age 21 or for the 10 year guaranteed period.
OR optional 2 X annual salary (inclusive of Basic non-contributory 1 X annual salary)
Plus S.I.B. as described above.
NOTE: escalation provision added to protect survivors from inflation of 7% or across-the-board economic increase (annually) whichever is the lesser. Maximum insurable salary on S.I.B. insurance \$65,000.

SURVIVOR BENEFIT (GROUP LIFE INSURANCE)

(NOTE: Only Guelph, McMaster, Toronto, Trent, and Western currently have Survivor Benefit Plans)

<u>Amount of Benefit</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Total Premium</u>	<u>% of Premium Paid by Employer</u>	<u>Carrier</u>	<u>When Introduced</u>
<p>TRENT <u>Spouse's Option</u> 25% of basic life insurance coverage per year paid in monthly instalments as long as a spouse lives</p>	Same as for Life Insurance	On appointment or anytime subject to medical certification	\$.31/\$1000 per month of commuted value* of insurance	100% of premiums for coverage based on commuted value* to \$25,000; 25% of premiums for coverage based on commuted value* for excess of \$25,000 * * Commuted value is based on income	Sun Life	July 1, 1969
<p><u>Children's Option</u> 15% of basic life insurance per year paid in monthly instalments until youngest unmarried dependant child is 23 or 25 if a student. If no spouse's option is elected, benefit is 25% of basic life insurance.</p>						
<p>WESTERN Spouse - \$40,000. each dependant - \$10,000.</p>	Voluntary participation, all full-time staff, faculty & union	On appointment or any time subject to medical certification	\$4.61 per month	NIL	London Life	Oct. 1/1982

DENTAL INSURANCE

<u>Plan Coverage</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Voluntary or Compulsory Participation</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>	<u>ODA Schedule</u>
BROCK Similar to Blue Cross #9. Max. on crowns and endodontics of \$150. Max. on periodontics of \$250.	Full-time faculty and staff	Upon appointment	Compulsory	NIL NIL NOTE: Premiums are approximations - on "cost-plus" basis	\$20.00 S non \$56.00 F union	Blue Cross	YES	Faculty & Staff '90
Similar to Blue Cross #9. 100 E&P, Dentures at 50:50	Full-time union staff	Upon appointment	Compulsory	NIL	SAME	Blue Cross	YES	CUPE 1990
CARLETON Equivalent Blue Cross #9	CUPE 910 I.C.T.U.	Date of appointment	Compulsory	NIL	\$15.02 S \$45.80 F	Blue Cross	YES	'91
As above plus crowns, bridges and orthodontics	CUPE 2424 & Admin/Tech. Exempt			NIL	\$21.75 S \$68.40 F			'91
As above plus crowns and bridges	Academic Union	Date of Appointment	Compulsory	<u>Academic Union</u> NIL	\$18.48 S \$52.89 F			'88
As above plus crowns & bridges & orthodontics	Management	Date of Appointment	Compulsory	<u>Management</u> NIL	\$18.48 S \$58.12 F			'88
As above plus crowns & bridges	CGA	Date of Appointment	Compulsory	\$ 4.83 S \$13.82 F	\$14.48 S \$41.45 F			'89

DENTAL INSURANCE

<u>Plan Coverage</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Voluntary or Compulsory Participation</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>	<u>ODA Schedule</u>
GUELPH Preventative Maintenance Program plus periodontics and endodontics @ 100% \$2000 cal. yr. max. Major Restorative crowns, bridges, dentures @ 60% \$2,000 cal yr. max. Orthodontics - 50% co-insurance, lifetime max. \$2,000	1. All full-time regular employees 2. All temporary hired for more than 6 mos. and part-timers working at least 51% of normal workload	Immediate for full-timers; waiting periods for others	1. Compulsory 2. Voluntary	\$ 3.63 S \$12.51 F Same or prorata	\$14.53 S \$50.02 F Same or prorata	Mutual Life Assurance Co.	YES	'88
LAKEHEAD Comparable to Blue Cross #9	All full-time employees	Upon appointment	Compulsory unless covered by spouse	Nil	\$26.10 S \$58.24 F	Sun Life	YES	1990

DENTAL INSURANCE

<u>Plan Coverage</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Voluntary or Compulsory Participation</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>	<u>ODA Schedule</u>
LAURENTIAN CUPE, Local 1555 (Main. & Printing) Oral examination, Prophylaxis - once every 6 months. Bite-wing x-rays, extractions and simple alveolectomy. Surgical extraction of impacted teeth. Surgical removal of tumors, cysts, neoplasms. Amalgam, silicate, scrylic and composite fillings. General Anaesthetic required in relation to dental surgery.	Full-time employees	1st day of month coincident with or next following date of employment	Voluntary	\$ 4.56 S \$15.39 F	\$ 4.56 S \$15.39 F	Confed. Life	YES	'85
All Other Employees As stated above plus plan now includes endodontics, periodontics, and adjunctive periodontal services.	Full-time employees	1st day of month coincident with or next following date of employment	Voluntary	\$ 6.09 S \$20.55 F	\$ 6.09 S \$20.55 F	Confed. Life	YES	'88

DENTAL INSURANCE

<u>Plan Coverage</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Voluntary or Compulsory participation</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>	<u>ODA Schedule</u>
MCMMASTER ODA Prepared Plan "B" established in 1982 Expanded July 1, 1990: coverage for major restorative & orthodontic services of up to 50% of the 1989 ODA fees, and up to \$2000 per calendar year	Faculty & Staff who work on a half-time or better basis. If contractually limited must be of more than one year.	First day of employment	Compulsory unless covered by spouse	NIL	\$23.70 S \$56.49 F	Sun Life	NO ASO Plan Self Insured	Updates each July 1 to previous years schedule
OISE <u>Professional, Mang/Prof., Professional Research Staff, General Support and Faculty</u> Basic dental work every 6 mos. (inc. surgical & non-surgical periodontal work). Also includes crowns and bridges & dentures with a nil deductible and an 100% co-insurance factor with no open space limitations (max. of \$1300/calendar/year). Also includes Orthodontia with a 50% co-insurance factor, \$1500 lifetime limit.	All full & part-time with over 25% appointment Faculty - over 35% appointment	Upon appointment	Compulsory unless covered by spouse	NIL	<u>Professional</u> \$28.72 S \$90.14 F <u>General Support</u> \$33.76 S \$84.81 F <u>Faculty</u> \$25.72 S \$78.36 F <u>Professional Research Staff</u> \$26.21 S \$77.22 F <u>Mang/Prof</u> \$28.72 S \$92.26 F	Confed. Life	YES	Annual

DENTAL INSURANCE

<u>Plan Coverage</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Voluntary or Compulsory Participation</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>	<u>ODA Schedule</u>
<u>OISE (Cont'd)</u> <u>Professional Mang/Prof., Professional Research Staff</u> As above except Orthodontia has a 50% co-insurance factor, \$3000 lifetime limit	All members	"		NIL	NIL	OISE		
<u>CUEW</u> One dental visit per year, to a max. of \$90								
<u>OTTAWA</u> No Dental Insurance								

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DENTAL INSURANCE

<u>Plan Coverage</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Voluntary or Compulsory Participation</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>	<u>ODA Schedule</u>
QUEEN'S Oral exams, dental x-rays, scaling and polishing, fluoride treatment and oral hygiene instructions, space maintainers for children under 13, sealants for children (ages 6-16), fillings, retentive pins and cement restorations, crowns for children under 13, extractions, anaesthesia and sedative dressings, endodontic & periodontal services, repairs, relining and rebasing dentures.	3 Union Groups (maintenance, technicians, & library)	Upon Appointment	Compulsory	\$3.35 S \$9.00 F	\$10.04 S \$27.00 F	Canada Life	YES	'89
RYERSON 100% Basic Care, 65% Major Care and 50% orthodontic treatment	All full-time employees after 1/9/74	On date of appointment	Compulsory unless covered by spouse	NIL	ASO	Sun Life	YES	'90
Union staff - OPSEU - 100% basic care, 65% Major & 50% Orthodontic	"	"	"	NIL	ASO	"		'90

DENTAL INSURANCE

<u>Plan Coverage</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Voluntary or Compulsory Participation</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>	<u>ODA Schedule</u>
RYERSON (Cont'd)								
Basic Services - 100% endodontic and periodontic services - 80%. Major Services - 50%. Orthodontic - 50%.	Sessional Instructors	"	unless covered under spouse	NIL	ASO	Sun Life	YES	'90
TORONTO								
Blue Cross Dental Plan #9. Dependents coverage to include unmarried children between 21-25 who are in full-time attendance at an institution of learning. Effective August 1/89; added Riders 2 & 4	All full-time and part-time staff holding an appointment of 25% or more of full-time.	1st day of month following date of appointment	Compulsory for all full-time staff and voluntary for part-time staff on initial enrolment	\$6.59 S \$14.59 F	\$26.23 S \$58.36 F	Blue Cross	YES	'89 (effective Jan. 1/90)
TRENT								
Equivalent to Blue Cross Dental Plan #9	Full-time and half-time tenured and probationary faculty; faculty with limited term appointments	1st day of month following date of appt. and/or application	Voluntary	NIL	\$18.17 S \$39.20 F	Sun Life	YES	'89

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DENTAL INSURANCE

<u>Plan Coverage</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Voluntary or Compulsory Participation</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>	<u>ODA Schedule</u>
<u>TRENT (Cont'd)</u>								
Equivalent to Blue Cross Dental Plan #9 <u>Plus</u> Orthodontia: \$2000 maximum; 50% of costs paid for by Sun Life	Full-time and half-time regular and recurring staff including employees in NA group	As above plus, 3 months waiting period for eligible hourly-paid staff	"	NIL	\$18.82 S \$45.40 F	Sun Life	YES	'89
<u>WATERLOO</u>								
80% of basic dental expenses, 50% of major dental & orthodontic expenses. <u>maxima</u> - basic - \$1,160 p.a. per person, major restorative - \$1,745 p.a. per person, orthodontic - \$1,745 lifetime max. per person	all full-time faculty and staff	after 1st day of employment	Compulsory	NIL	\$12.20 S \$36.68 F	Manufacturers Life	YES	eff. Jan. 1, 1991, the 1989 schedule

DENTAL INSURANCE

<u>Plan Coverage</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Voluntary or Compulsory Participation</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>	<u>ODA Schedule</u>
<u>WATERLOO (Cont'd)</u>								
40% of basic dental expenses 25% of major dental & orthodontic expenses maxima same as above	Regular part-time faculty & staff	"	"	"	\$ 6.10 S \$18.34 F	"	"	"
<u>WESTERN</u>								
100% of basic dental expenses, 80% of major dental expenses	Regular full-time faculty	1st day of employment	Compulsory	NIL	\$24.57 S \$65.23 F	Mutual Life Assurance Company	YES	Current
100% of basic dental expenses, and major dental expenses	Regular full-time admin. staff (UWOSA)	"	Compulsory unless covered by spouse	NIL	\$19.89 S \$53.13 F		YES	Current
100% basic 80% major	C.U.P.E. - Phys. Plant	"	"	NIL	\$18.76 S \$50.12 F	Mutual Life Assurance Company	YES	Current
100% basic 80% major	C.U.P.E. - Food Services	"	"	NIL	\$18.76 S \$50.12 F	"	YES	"
100% basic 80% major	C.G.A.	"	"	NIL	\$18.76 S \$50.12 F	"	YES	"
<u>WLU</u>								
Equivalent to Blue Cross #9	All full-time faculty and staff, part-time in excess of 1250 hours per annum	1st of month following date of employment	Voluntary	0 0	\$16.07 S \$49.72 F	Allstate	YES	'88 as of May 1/90

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DENTAL INSURANCE

<u>Plan Coverage</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Voluntary or Compulsory Participation</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>	<u>ODA Schedule</u>
WINDSOR Green Shield, Plan 15	CUPE 1393	After Probation Period	Compulsory unless other coverage by spouse	NIL	\$29.15 S \$66.73 F	Green Shield	YES	One year ODA lag
Green Shield, Plan 15	CUPE 1001	"	"	NIL	\$27.86 S \$62.62 F	Green Shield	YES	One year ODA lag
	CUOE 100				\$29.45 S \$66.73 F			
Green Shield, Plan 6E	Admin. Exec.	30 days 30 days	" "	NIL NIL	\$29.79 S \$67.74 F	Green Shield	YES	Current Year ODA
	SEIU 210	After probation	"	NIL	\$23.58 S \$52.89 F	"	YES	One year ODA lag
Green Shield, Plan 35	Faculty & Librarians	30 days	"	NIL	\$25.02 S \$56.97 F	"	YES	Current ODA rates
Green Shield, Plan 15	U.P.G.W.A.	After probation	"	NIL	\$12.52 S \$27.95 F	"	YES	One year ODA lag

DENTAL INSURANCE

<u>Plan Coverage</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Voluntary or Compulsory Participation</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>	<u>ODA Schedule</u>
YORK Equivalent Blue Cross #7 with riders 1,2,3 & 4 100% Basic. 70% Prosthetic, Orthodontic, Restorative. MAX. \$2400 per year Restorative. \$2400 per life Orthodontic.	Professional & Managerial	Date of appointment	Voluntary	<u>P&M</u> NIL	\$21.93 S \$70.90 F	Lonlife Financial Services	YES Self experienced	1991
Equivalent Blue Cross #7 with riders 1,2,3 & 4 100% Basic. 70% Prosthetic, Orthodontic, Restorative. MAX. \$2400 per year Restorative. MAX. \$2400 per life Orthodontic.	Faculty	Date of appointment	Voluntary	<u>YUFA</u> NIL	\$30.26 S \$98.11 F	Lonlife Financial Services	YES Self experienced	1991
Equivalent Blue Cross #7 with riders 1, 2, 3 & 4. 100% Basic. 70% Prosthetic, Orthodontic, Restorative. MAX. \$2400 per year Restorative. MAX. \$2400 per life Orthodontic.	YUSA	Date of Appointment	Voluntary	<u>YUSA</u> NIL	\$26.36 S \$73.88 F	Lonlife Financial Services	Yes Self-Experienced	1991

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DENTAL INSURANCE

<u>Plan Coverage</u>	<u>Who is Eligible</u>	<u>When Eligible</u>	<u>Voluntary or Compulsory Participation</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Carrier</u>	<u>Is Policy Experience Rated?</u>	<u>ODA Schedule</u>
<u>YORK (Cont'd)</u>								
Similar to Blue Cross #7 100% Basic MAX. \$1,000 per year.	I.U.O.E. CUPE UPGWA	"	"	<u>IUOE</u>	\$20.62 S	"	"	1991
				NIL	\$55.02 F			
				<u>UPGWA</u>	\$15.73 S			
				NIL	\$41.85 F			1991
				<u>CUPE</u>	\$16.10 S			1991
				NIL	\$46.96 F			

POST-RETIREMENT BENEFITS

<u>Life Insurance Coverage</u>	<u>Cost to Retirees</u>	<u>Major Medical</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Other Benefits</u>
<u>BROCK</u> Paid-up 10 years service \$ 1,000 1-15 years service \$2,000 15-20 years service \$3,000 20-25 years service \$4,000 25 years service \$5,000 Policy is purchased at retirement with volume related to years of service. Applies to non-unionized full-time faculty and staff	NIL	n/a	NIL		n/a
<u>CARLETON</u> NIL	-	Yes* *Provided on retirement of staff member: i) if age 55 or over; ii) has 5 or more years service; iii) is a member of the Plan; iv) does not include vision care	NIL	\$12.01 S \$42.10 F	<u>Dental Plan</u> Faculty Union only coverage continues. University pays 100% of premiums \$18.48 S \$52.89 F <u>Athletic Facilities</u> Free use
<u>GUELPH</u> CUPE \$1,000 paid up policy All others - NIL	NIL n/a	Can continue on optional basis paying a % of premiums	\$ 7.36 S \$17.77 F	\$17.62 S \$42.12 F	<u>Dental</u> Can continue on optional basis \$ 8.88 S \$27.18 F No orthodontics

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POST-RETIREMENT BENEFITS

<u>Life Insurance Coverage</u>	<u>Cost to Retirees</u>	<u>Major Medical</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Other Benefits</u>
<u>LAKEHEAD</u> NIL	N/A	Faculty can continue on an optional basis with member paying 100% of premium	\$11.91 S \$35.97 F	NIL - S NIL - F	<u>Dental</u> Faculty can continue on optional basis paying 100% of premium \$26.10 S \$58.24 F
<u>LAURENTIAN</u>					Free tuition
<u>MCMASTER</u> \$5,000 paid up policy	NIL	YES	NIL	\$23.00	Free limited parking. Free use of athletic facilities. Discount at Bookstore. Free dental plan. \$23.70 S \$56.49 F
<u>OISE</u> <u>Support Staff</u> NIL	NIL	Yes - lifetime	Not available	Not available	Not available
<u>Faculty</u> \$25,000	<u>Employer</u> \$5.13 <u>Retiree</u> \$5.12	Same as active employees including vision and hearing aids except that lifetime maximum reduced to \$10,000	Not available	Not available	Not available

POST-RETIREMENT BENEFITS

<u>Life Insurance Coverage</u>	<u>Cost to Retirees</u>	<u>Major Medical</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Other Benefits</u>
<p>OTTAWA</p> <p>1. Retired staff members insured before May 1, 1971; 50% of annual earnings</p> <p>2. Retired staff members insured after May 1, 1971; 2 1/2% for each year of service (max. 20) minimum benefits \$2,000</p> <p>3. Retired staff members insured after July 1, 1976</p> <p>- less than 10 years service \$2,000</p> <p>- 10 or more years service: 10% of final salary with minimum of 2,000 and maximum of 5,000 coverage</p>	NIL	Available from age 55 with OMRO program			<p>Semi-Private Accommodation Plan (Optional)</p> <p>\$4.02 S</p> <p>\$7.63 F</p> <p>Private Room Coverage (Optional)</p> <p>\$5.68 S</p> <p>\$12.42 F</p>
<p>QUEEN'S</p> <p><u>Basic</u></p> <p>100% of final salary at 65 reducing by 20% per year to 10% at 70 with a \$3,000 minimum</p>	NIL	YES 80% of eligible charges covered	\$ 2.50 S \$10.00 F	\$ 5.84 S \$23.34 F	<p>Semi-private hospital coverage</p> <p>\$3.85 S</p> <p>\$10.00 F</p>
<p><u>Optional</u></p> <p>No post-retirement benefit</p>					
<p>RYERSON</p> <p>n/a</p>	n/a	Yes - Semi-private and limited supplemental health benefits	\$11.19 S \$22.48 F	NIL	<p><u>Dental Insurance</u></p> <p>- \$2,000 max. per calendar year</p> <p>- basic services - 90% of expenses on current fee guide</p> <p>- major service - 50% of expenses on current fee guide</p> <p>\$19.23.31 S</p> <p>\$41.56 F</p>

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POST-RETIREMENT BENEFITS

<u>Life Insurance Coverage</u>	<u>Cost to Retirees</u>	<u>Major Medical</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Other Benefits</u>
<u>TORONTO</u> n/e	n/a	Blue Cross Extended Health Care	\$4.48 S \$13.22 F	\$13.46 S \$39.65 F	Blue Cross Semi-private employee/er premium \$3.55 S \$10.64 S \$7.10 F \$21.28 F Blue Cross Dental Plan #9 employee premium \$4.74 S \$10.60 F Employer Premium \$18.97 S \$42.39 F
<u>TRENT</u> No post-retirement benefits					
<u>WATERLOO</u> An amount equal to the lesser of: 25% of the amount for which employee was insured immediately prior to retirement or, 37 1/2 of employees final salary but not less than \$2,000	NONE	Sickness and accident	NONE	\$10.74 S \$34.56 F	

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POST-RETIREMENT BENEFITS

<u>Life Insurance Coverage</u>	<u>Cost to Retirees</u>	<u>Major Medical</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Other Benefits</u>
WESTERN Paid-up policy equal to 50% of amount of basic insurance in effect at time of retirement, with the maximum policy being \$15,000	NIL	YES	NONE	Single Premium at retirement	Supplementary Health & Visioncare continue for all groups Dental benefits continued for Faculty, P.M.A., U.W.O.S.A. Engineers and C.U.P.E.-Physical Plant <u>Dental</u> Faculty \$17.15 S \$35.72 F UWOSA \$14.67 S \$29.34 F All others \$13.10 S \$26.20 F <u>Supp. Health & Visioncare</u> Faculty \$23.32 S \$46.64 F All others \$17.81 S \$35.62 F
WLU NIL	n/a	YES	NONE	\$14.03 S \$43.97 F	Dental plan same as current employees

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POST-RETIREMENT BENEFITS

<u>Life Insurance Coverage</u>	<u>Cost to Retirees</u>	<u>Major Medical</u>	<u>Monthly Employee Premium</u>	<u>Monthly Employer Premium</u>	<u>Other Benefits</u>
WINDSOR \$3000 paid-up insurance for staff at age 65	NIL	-	-	Single Premium about \$800	Green Shield Prescription Plan - Employee premium - NIL Employer premium \$15.97 S \$31.93 F
YORK N/A					
Negotiated per Collective Agreements for full-time Faculty, Professional & Managerial & Support Staff	NIL	YES	NIL	To be determined	Private Hospital coverage Major Medical and Dental plan - similar to coverage prior to retirement

VACATION ENTITLEMENT

BROCK

Sec/Clerk/Tech

1st calendar year - 1 day/month
max. 10 days
2nd full calendar year - 2
weeks
3rd full calendar year - 3 weeks
10th full calendar year - 4
weeks
20th full calendar year - 5
weeks

Mtce./Housekeeping

Up to 3 years - 2 weeks
After 3 years - 3 weeks
After 9 years - 4 weeks
After 17 years - 5 weeks
After 30 years - 6 weeks

Faculty

1 month

Adm/Professional

1st and 2nd full calendar year - 3 weeks
3rd calendar year and beyond - 4 weeks
20th calendar year and beyond - 5 weeks

Librarians

4 weeks upon appointment
(pro-rated in 1st year)
5 weeks in 20th calendar year

CARLETON

Non-Union Support Staff

1 - 4 years - 15 days/year
5 years - 16 days/year
6 years - 17 days/year
7 years - 18 days/year
8 years - 19 days/year
9 years - 20 days/year
10 years - 21 days/year
14 years - 22 days/year
15 years - 23 days/year
16 years - 24 days/year
17 years - 25 days/year

NOTE: On an employee's 25th
anniversary date, he/she shall
be granted an additional 10
working days with pay leave
that year only. Note applies to
both Non-Union support staff
and Managerial/Professional

Manager/Professional Staff

22 days/year from date of
appointment
25 days/year after 14 years

Faculty

One month

Non-Academic Unions

Varies between agreements - similar to non-union support staff

VACATION ENTITLEMENT

CARLETON (Cont'd)

CUPE 2424

As above

CUPE 910

1 - 5 years - 15 days/year
6 years - 16 days/year
7 years - 17 days/year
8 years - 18 days/year
9 years - 19 days/year
10 years - 20 days/year
15 years - 22 days/year
18 years - 25 days/year

CGA

1 - 5 years - 120 hours/year
6 years - 128 hours/year
7 years - 136 hours/year
8 years - 144 hours/year
9 years - 152 hours/year
10 years - 160 hours/year
15 years - 176 hours/year
18 years - 200 hours/year

ICTU

1 - 5 years - 120 hours/year
6 years - 128 hours/year
7 years - 136 hours/year
8 years - 144 hours/year
9 years - 152 hours/year
10 years - 160 hours/year
11 years - 168 hours/year
15 years - 176 hours/year
16 years - 184 hours/year
17 years - 192 hours/year
18 years - 200 hours/year

GUELPH

Faculty:

1 - 12 years - 22 days
13 - 20 years - 25 days
21 + years - 30 days

Professional Staff

1 year - 15 days
2 years - 22 days
16 years - 25 days
25 years - 30 days

Supervisory

1 year - 15 days
2 years - 22 days
16 years - 25 days
25 years - 30 days

CUPE

1 year - 10 days
2 years - 15 days
7 years - 16 days
8 years - 18 days
9 years - 20 days
12 years - 21 days
14 years - 22 days
16 years - 23 days
17 years - 25 days
28 years - 30 days

Support Staff & Other

Bargaining Groups

1 - 2 years - 10 days
3 - 4 years - 15 days
5 - 6 years - 16 days
7 years - 17 days
8 years - 18 days
9 - 11 years - 20 days
12 - 13 years - 21 days
14 - 15 years - 22 days
16 years - 23 days
17 years - 25 days
28 years or more - 30 days

VACATION ENTITLEMENT

LAKEHEAD

Non-Union Support Staff

Up to 8 years - 3 weeks
After 8 years - 4 weeks
After 17 years - 5 weeks

Office Union, Maintenance/
Housekeeping, Operating
Engineers, Guards

Up to 3 years - 2 weeks
After 3 years - 3 weeks
After 8 years - 4 weeks
After 17 years - 5 weeks

Faculty and Librarians

After 1 year - 4 weeks
After 7 years - 5 weeks

Senior Administration

After 1 year - 4 weeks
After 17 years - 5 weeks

LAURENTIAN

Faculty

One month or 23 working days.
After 5 continuous years for
each year of employment
thereafter, the member will be
entitled to an additional 2 days
to a maximum entitlement of
33 working days.

Administration

3 weeks after 1 year to 4th
grade of Stevenson Kellogg
Ernst & Whinney Salary Scale
4 weeks after 5 years
4 weeks after 1 year from 5th
grade of Stevenson Kellogg
Ernst & Whinney Salary Scale.
After 10 years of continuous
service, 1 extra day and 1
additional day every year of
continuous service thereafter.
Maximum vacation allowance 7
weeks.

LUSA

1 - 4 years - 15 days per/year
5 years - 16 days/year
6 years - 17 days/year
7 years - 18 days/year
8 years - 19 days/year
9 years - 20 days/year
10 years - 20 days/year
11 years - 21 days/year
12 years - 22 days/year
13 years - 23 days/year
14 years - 24 days/year
15 years - 25 days/year
16 - 17 years - 26 days/year
18 - 19 years - 27 days/year
after 20 years of service,
employees granted once only 2
day leave with pay
20 - 21 years - 28 days/year
22 - 23 years - 29 days/year
24 - 25 years - 30 days/year
after 26 years of service,
employees granted once only 2
day leave with pay
26 - 27 years - 31 days/year
28 years or more - 32 days/year

CUPE (Maintenance & Printing)

1 - 4 years - 15 days per/year
5 years - 16 days/year
6 years - 17 days/year
7 years - 18 days/year
8 years - 19 days/year
9 - 10 years - 20 days/year
11 years - 21 days/year
12 years - 22 days/year
13 years - 23 days/year
14 years - 24 days/year
15 years - 25 days/year
16 - 17 years - 26 days/year
18 - 19 years - 27 days/year
20 - 21 years - 28 days/year
22 - 23 years - 29 days/year
24 - 25 years - 30 days/year
26 years or more - 31 days/year

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VACATION ENTITLEMENT

LAURENTIAN (Cont'd)

CUPE (Operations)/Canadian

Guards Association

1 - 9 years - 3 weeks at 6% of total earnings
10 - 14 years - 4 weeks at 8% of total earnings
15 years - 5 weeks at 10% of total earnings
20 years and over - 5 weeks at 10% of total earnings plus 3 days with pay at straight time (CUPE - Operations)

MCMASTER

Vacation Group

A

Category

Clerical/Secretarial
Technicians,
Professional/Management
Nurses and Related Positions,
Reactor Operators and Lead
Hands, Instructional Assistants,
Equivalent Position

Faculty

One month annually

B

Professional Management,
Equivalent Positions

C

Librarians

Less than one year (express in working days per completed months of service)

Group A
1.25

Group B
1.67

Group C
1.92

1 but less than 4 years service

15

20

23

4 but less than 18 years service

20

20

23

18 but less than 30 years service

25

25

25

30 or more years

30

30

30

VACATION ENTITLEMENT

OISE

Professional, General Support
and Professional Research Staff
(Full-Time)

Less than 10 months - 2 days
for each full month
10 months, but less than 3
years - 1 month (22 days)
3 years and over - 5 weeks
15 years and over 27 days

Faculty

One month annually

Project Directors

Five weeks annually

OTTAWA

1) Staff Members with 381 Hay
Points and Up

A) 3 weeks (15 days) after 12
months
B) 4 weeks (20 days) after 3
years
C) 21 days after 16 years
22 days after 17 years
23 days after 18 years
24 days after 19 years
25 days after 20 years
26 days after 26 years
27 days after 27 years
28 days after 28 years
29 days after 29 years
30 days after 30 years

Staff Members with 380 Hay
Points and Less

A) 3 weeks (15 days) after 12
months
B) 16 days after 6 years
17 days after 7 years
18 days after 8 years
19 days after 9 years
20 days after 10 years
21 days after 16 years
22 days after 17 years
23 days after 18 years
24 days after 19 years
25 days after 20 years
26 days after 26 years
27 days after 27 years
28 days after 28 years
29 days after 29 years
30 days after 30 years

Faculty

1 month

Trades, Grounds, and Transportation

12 months - 108 hours
6 years - 116 hours
7 years - 124 hours
8 years - 132 hours
9 years - 144 hours
10 years - 144 hours
16 years - 152 hours
17 years - 160 hours
18 years - 168 hours
19 years - 180 hours
20 years - 180 hours
26 years - 188 hours
27 years - 196 hours
28 years - 204 hours
29 years - 216 hours
30 years - 216 hours
31 years - 224 hours
32 years - 232 hours
33 years - 240 hours
34 years - 248 hours
35 years - 256 hours
36 years - 256 hours

2) Bonus for Attendance

Program

One day of vacation additional
for each three months without
sick leave up to a maximum of
4 days/yr.

180

VACATION ENTITLEMENT

QUEEN'S

Up to a year - 1 day/month
maximum 10 days/year
After 1 year - 15 days in that
calendar year
After 3-25 years - additional
days for additional years of
service reaching
After 25 years - 30 days

RYERSON

CUPE and Support Staff - 1.25
days/month for 1-8 yrs..
service, 1.66 days/month for 9
yrs. service or more, 2.08
days/month after 15 yrs.
service for support staff only,
Librarians/Counsellors - 1.66
days/month, maximum 20 days

Senior and Academic
Administrators - 20 days

Faculty - No less than 2
consecutive months and not more
than 3 consecutive months in any
12 month period (including course
preparation)

TORONTO

Administrative Staff
After 1 yr. of service - 12 days
After 2 yrs. of service - 15
days
After 6 yrs. to 7 yrs. - 16 days
After 7 yrs. to 8 yrs. - 17 days
After 8 yrs. to 9 yrs. - 18 days
After 9 yrs. to 10 yrs. - 19
days
After 10 yrs. to 11 yrs. - 20
days
After 12 yrs. to 13 yrs. - 21
days
After 14 yrs. to 15 yrs. - 22
days
After 16 yrs. to 17 yrs. - 23
days
After 18 yrs. to 19 yrs. - 24
days
After 20 yrs. - 25 days

Faculty
One month after one year of
service

Senior Administrative Staff
After 1 year of service - 20 days
After 10 years through 19 years -
1 additional day every 2 years (as
indicated under administrative
staff)
After 20 years - 25 days

Librarians
1 to 5 vacation years - 21 days
6 to 11 vacation years - 23 days
12 to 13 vacation years - 24 days
14 to 15 vacation years - 25 days
16 to 17 vacation years - 26 days
18 or more vacation years - 27 days

VACATION ENTITLEMENT

TRENT

Full-Time and Part-Time Staff
Covered by TUSA Agreement

Less than one year - one day per
month to a maximum of ten

1 year - 10 days

2 years - 12 days

3 - 5 years - 15 days

6 years - 16 days

7 years - 17 days

8 years - 18 days

9 - 10 years - 20 days

11 - 12 years - 21 days

13 - 14 years - 22 days

15 years - 23 days

16 & over - 25 days

In the 25th year a member shall

have a special "Quarter

Century" vacation consisting of

an extra five days for a total of

30 days' vacation

Faculty

20 working days

CUEW

4% Vacation Pay

Librarians

Less than 10 years service - 22 working days

After 10 years of service - 25 working days

187

186

VACATION ENTITLEMENT

WATERLOO

Regular Full-time Staff and

Regular Hourly Staff

3 weeks after 1 year
3 weeks after 2 years
3 weeks after 3 years
3 weeks + 1 day after 4 years
3 weeks + 2 days after 5
years
3 weeks + 3 days after 6
years
3 weeks + 4 days after 7
years
4 weeks after 8 years
4 weeks after 9 years
4 weeks + 1 day after 10
years
4 weeks + 1 day after 11
years
4 weeks + 2 days after 12
years
4 weeks + 2 days after 13
years
4 weeks + 3 days after 14
years
4 weeks + 3 days after 15
years
4 weeks + 4 days after 16
years
4 weeks + 4 days after 17
years
5 weeks after 18 years
5 weeks + 1 day after 19
years
5 weeks + 2 days after 22
years
5 weeks + 3 days after 25
years
5 weeks + 4 days after 27
years
6 weeks after 30 years

Faculty

1 month after 1 year

VACATION ENTITLEMENT

WESTERN

Administrative Staff

Up to 2 years - 3 weeks
After 2 years - 4 weeks
After 20 years - 5 weeks

Professional Managerial Staff

Up to 4 years - 15 days
After 4 years - 20 days
After 25 years - 25 days
After 26 years - 26 days
After 27 years - 27 days
After 28 years - 28 days
After 29 years - 29 days
After 30 years - 30 days

WLU

Support Staff

10 days after 1 year
12 days after 2 years
15 days after 3 years
17 days after 6 years
20 days after 10 years
22 days after 15 years
25 days after 20 years
27 days after 30 years

WINDSOR

Admin. & Union

6 months - under 1 year - 5 days
1 - 3 years - 2 weeks
4 - 9 years - 3 weeks
10 - 18 years - 4 weeks
19 years or more - 5 weeks
+ 1 days for each year over 19 years (Maximum 30 days)

CUPE - Food Services

Up to 9 years - 15 days
After 9 years - 20 days
After 20 years or more - 25 days

Canadian Union of Operating Engineers and General Workers

Up to 6 years - 15 days
After 6 years - 20 days
After 20 years - 25 days

Maintenance Staff Union

Same as support staff

University of Western Ontario Police Association

Up to 9 years - 15 days
After 9 years - 20 days
After 20 years or more - 25 days

Management Professionals and Faculty

22 days after 1 year
25 days after 20 years
27 days after 30 years

CUPE - Physical Plant & Thompson Arena

Up to 9 years - 15 days
After 9 years - 20 days
After 20 years - 25 days

Faculty

4 weeks

130

180

VACATION ENTITLEMENT

YORK

CUPE, IUOE and UPGWA

During Vacation Credit Years

July 1 - June 30:

1st year - 2 weeks

2nd to 7th - 3 weeks

8th to 19th - 4 weeks

20th on - 5 weeks

YUSA Support Staff

During Anniversary Years:

1st year - 2 weeks

2nd to 7th - 3 weeks

8th to 19th - 4 weeks

20th on - 5 weeks

Faculty

One month immediately

P&M

During Anniversary Years:

1st & 2nd - 3 weeks

3rd to 19th - 4 weeks

20th on - 5 weeks

Where an employee has attained the age of sixty (60) and where age plus service equals eighty (80), that employee shall be entitled to an extra week's vacation, once, prior to retirement.

SABBATICAL LEAVE POLICIES

<u>Eligibility Requirements</u>	<u>Application Requirements</u>	<u>University Contributions to Normal Salary</u>	<u>Other</u>	<u>Maximum Direct Remuneration to Faculty Member</u>	<u>Sabbatical Leave Grant Reported For Income Tax</u>
<u>BROCK</u> 12 months leave after 6 years service or 6 months after 3 years. Tenure not required.	Apply through Dept. Chairmen to Committee on Sabbaticals outlining research program. File report with Dean upon return.	75% for 12 months; in lieu of 12 months after 6 years at 75% of salary a 6 month sabbatical can be taken at 100% of salary.	Sabbatical leave is a privilege not a right. Not obligated to return.	100% of salary	YES
<u>CARLETON</u> 12 months leave after 6 years service or 6 months after 3 years to tenured faculty.	Apply to Dept. Chairman and Dean outlining purpose of leave. File report with Dean upon return.	80% for 12 months; 70% for 6 months after 3 years	Sabbatical leave is a right not a privilege. Obligated to return.	150% of salary	YES
<u>GUELPH</u> Up to 12 months leave after 6 years of service. Tenure is required.	Apply to Dept. Chairman outlining purpose of leave. File report upon return.	75-100% depending on length of leave. Max. 100% from all sources	Sabbatical leave a privilege not a right. Report required. Obligated to return.	100% of salary for paid leave up to 8 months.	YES
<u>LAKEHEAD</u> 6 or 12 months after 6 yrs. service. Tenure is required.	Apply to Dean outlining purpose of leave. File report upon return.	80% for 12 months 100% for 6 months	Sabbatical leave a privilege not a right. Obligated to return.	100% of salary	YES
<u>LAURENTIAN</u> 6 or 12 months after 6 years service. Tenure is required.	Apply to Dean/Director outlining study project. File report on return.	80-100% for 12 months (depending on years service): 100% for 6 months	Sabbatical leave conditional upon proposal being accepted.	100% of salary	YES
<u>MCMASTER</u> 6 or 12 months leave after 6 years service. Tenure not required.	Apply to Dean outlining purpose of leave. File report with Dean upon return.	85% for 12 months, 100% for 6 months	Sabbatical leave a privilege not a right. Obligated to return.	115% of salary from all sources.	YES
6 months leave after 2 years (must be tenured, full-time)	Must be approved by Dean, Dean of Graduate Studies and V.P. Academic	85% for 6 months or 92.5% for the salary year in which the leave occurs.	All leaves now termed research leaves	As above	YES

SABBATICAL LEAVE POLICIES

<u>Eligibility Requirements</u>	<u>Application Requirements</u>	<u>University Contributions to Normal Salary</u>	<u>Other</u>	<u>Maximum Direct Remuneration to Faculty Member</u>	<u>Sabbatical Leave Grant Reported For Income Tax</u>
<u>OISE</u> 6 months leave after 4 years service or 1 year after 8 years service; or a 6 month unit comprised of leave earned to date plus unpaid leave of absence.	Apply to Dept. Chairman outlining proposal for leave. File report with Director within 30 days of return.	100%	Obligated to return	100%	YES
<u>OTTAWA</u> 6 months leave after 3 years or 12 months leave after 6 years service. Tenure is required.	Apply to Teaching Personnel Cttee. outlining research program. File report with Dean upon return.	75% for 12 months (could go to 90% for deferred leaves); 100% for 6 months	Sabbatical leave a privilege not a right. Not obligated to return.	100% subject to approval of his/her Dean	YES
<u>QUEEN'S</u> 6 or 12 month leave after 6 years service. Tenure not required.	Apply to Dept. Chairman outlining nature of scholarly activity. File report upon return.	75% max. 100% from all sources.	Sabbatical leave a privilege not a right. Obligated to return.	100%	YES
<u>RYERSON</u> 6 or 12 month leave or less, following 6 years service	Apply to Dept. Chairman 8 months prior to leave.	80-90% for up to 12 months depending on years of service. Maximum 100% from all sources. If greater remuneration is received entitlement from Institute will be reduced by 1/2 the excess.	Expected to return to active employment at end of leave. Renewal of leave may be granted by mutual agreement.	100% of salary	YES
<u>TORONTO</u> 6 or 12 months leave after 6 years service. Tenure not required.	Outline study program with application. File report upon return.	82.5% for 12 months; 100% for 6 months; maximum 100% from all sources.	Sabbatical leave a privilege not a right. Obligated to return.	100% of salary	YES

SABBATICAL LEAVE POLICIES

<u>Eligibility Requirements</u>	<u>Application Requirements</u>	<u>University Contributions to Normal Salary</u>	<u>Other</u>	<u>Maximum Direct Remuneration to Faculty Member</u>	<u>Sabbatical Leave Grant Reported For Income Tax</u>
<p><u>TRENT</u> 12 months leave after 6 years of service* or 6 months after 3 years of service. * Includes academic leave</p>	<p>Apply to Department 2 years in advance outlining plans and projects. Department submits 3 year sabbatical plan to the Dean and Committee on Academic Personnel by 15 Nov. of each year. File report on return.</p>	<p>60-100% (depending on length of service* for 6 months or 12 months leave). *Includes academic leaves</p>	<p>Length of leave and salary level determined by "Earned Years of Service"</p>	<p>100% of salary</p>	<p>YES</p>
<p><u>WATERLOO</u> 6 or 12 months leave after 6 years of service. Tenure required in some faculties.</p>	<p>Apply to Dept. Chairman outlining research program</p>	<p>80% for 12 months leave after 6 years; 100% for 6 months leave after 6 years.</p>	<p>Sabbatical leave a privilege not a right. Obligated to return.</p>	<p>100% of salary</p>	<p>YES</p>
<p><u>WESTERN</u> 6 or 12 months leave after 6 years of service. Tenure not required.</p>	<p>Apply to Dept. Chairman outlining study program.</p>	<p>6 or 12 months @ 82.5% of salary from all sources.</p>	<p>Sabbatical leave a privilege not a right. Not obligated to return.</p>	<p>100% of salary</p>	<p>YES</p>
<p><u>WLU</u> 6 or 12 months leave after 6 years service. Thereafter a member of faculty may be granted a 6 months sabbatical leave after 3 years of continuous F.T. service.</p>	<p>Apply to Dept. Chairman outlining research program. File report with Chairman and Dean upon return.</p>	<p>100% for 6 months 80% for 12 months</p>	<p>Sabbatical leave a privilege not a right. Expected to return to the university for at least one year following leave expiration.</p>	<p>100% of salary</p>	<p>YES - if meets qualifications of Research Committee</p>
<p><u>WINDSOR</u> 12 months leave after 6 years service. Tanura is required.</p>	<p>Outline intended activities with application. File report upon return.</p>		<p>Sabbatical leave a privilege not a right. Obligated to return.</p>		
<p>3 to 5 years service</p>				<p>80% for 6 months</p>	

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SABBATICAL LEAVE POLICIES

<u>Eligibility Requirements</u>	<u>Application Requirements</u>	<u>University Contributions to Normal Salary</u>	<u>Other</u>	<u>Maximum Direct Remuneration to Faculty Member</u>	<u>Sabbatical Leave Grant Reported For Income Tax</u>
<p><u>WINDSOR (Cont'd)</u> 6 years service or more</p>				<p>100% for 6 months 80% for 12 months</p>	
<p>Service June 30/78 Equal to 9</p>				<p>90% for 12 months</p>	
<p>Greater than 9</p>				<p>100% for 12 months</p>	
<p><u>YORK</u> 6 or 12 months leave after 6 years service. Tenure is required.</p>	<p>Apply to Dept. Head and Dean outlining study program. File report upon return.</p>	<p>6 months leave - 100% of salary. 12 months leave - 1st sabbatical: Previous year's earnings at or below the average bargaining unit salary - 100%. Above the bargaining unit salary the sabbatical salary shall be the greater of: 1) The rate of the average bargaining unit salary during the year before sabbatical year, increased by any general increments for the sabbatical year, or 2) 80% of the employees' salary. 2nd & Subsequent Sabbatical: 75% of academic base salary plus supplementary support to maximum of 5%. Maximum 100% from all sources.</p>	<p>Sabbatical leave a privilege not a right. Obligated to return.</p>	<p>100% of salary</p>	<p>YES</p>

HOUSING LOAN (MORTGAGE) POLICIES

<u>Eligibility</u>	<u>Location Requirements</u>	<u>Maximum Amount</u>	<u>Interest Rate and Term</u>	<u>Other Conditions</u>	<u>Restricted to Principal Residence</u>	<u>First Purchase Within Area</u>
<u>BROCK</u> Housing loans not available						
<u>CARLETON</u> All full-time staff	No restriction	\$20,000	PLR + 1/2% over 10 yrs. PLR + 1 1/4% 15 to 20 yrs.	Borrower gives 2nd mortgage to University to secure loan	Yes	No
<u>GUELPH</u> Full-time faculty & staff	Within daily commuting distance of the City of Guelph	Lesser of \$40,000 or max. allowable under bank credit analysis guidelines based on equity requirements determined by price & location	1st mortgage rate over 25 yrs. Either floating or fixed rate tied to 1st mortgage	Borrower give 2nd mortgage to University of Guelph	Yes	No
<u>LAKEHEAD</u> All full-time faculty and staff; principal residence 10% equity. University may request equity greater than 10% if circumstances warrant.	Within commuting distance of the city of Thunder Bay	\$30,000	PLR + 1/2% over max. of 10 yrs.	Applies to 1st mortgage, 2nd mortgage and renewals to 2nd mortgages. Borrower gives 2nd mortgage to University to secure loan. Payments for principal, interest and taxes on first and second mortgages must not exceed 30% of the employee's and spouse's combined salaries.	Yes	No

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HOUSING LOAN (MORTGAGE) POLICIES

<u>Eligibility</u>	<u>Location Requirements</u>	<u>Maximum Amount</u>	<u>Interest Rate and Term</u>	<u>Other Conditions</u>	<u>Restricted to Principal Residence</u>	<u>First Purchase Within Area</u>
LAURENTIAN Full-time members of faculty & administration; principal residence equity 50% of second mortgage and at least 10% of assessed value		\$10,000	PLR + 1/2% over 10 yrs. max.	Borrower gives mortgage to University to secure loan	Yes	No
MCMASTER Tenure stream faculty and full-time support staff, principal residence, 10% equity	Within daily commuting distance of campus	\$70,000	PLR + 1.2% up to 15 yrs. PLR + 3/4% for excess over 15 years (weekly floating rate)	Borrower gives mortgage to University	Yes	No
OISE All regular full-time faculty and support staff; 10% equity	No restrictions	\$20,000	PLR + 1% over 10 yrs.	Borrower gives mortgage to Institute to secure loans	Yes	No
OTTAWA Full-time faculty and support staff, principal residence, 10% equity ; 1st mortgage and equity to equal 70%	Within Ottawa/Hull region	\$30,000	PLR + 1/2% over 15 years	Borrower gives 2nd mortgage to University to secure loan; 1st and 2nd mortgage payments must not exceed 30% of salary	Yes	No

HOUSING LOAN (MORTGAGE) POLICIES

<u>Eligibility</u>	<u>Location Requirements</u>	<u>Maximum Amount</u>	<u>Interest Rate and Term</u>	<u>Other Conditions</u>	<u>Restricted to Principal Residence</u>	<u>First Purchase Within Area</u>
<p><u>QUEEN'S</u> All staff; principal residence; 10% equity; 1st mortgage and equity to equal 70%</p>	<p>Within the Kingston area</p>	<p>\$30,000</p>	<p>PLR + 1/2% to 1% over maximum 10 years</p>	<p>Borrower gives 2nd mortgage to University to secure loan; Carrying charges not to exceed 30% of salary</p>	<p>Yes</p>	<p>No</p>
<p><u>RYERSON</u> No housing loans available</p>						
<p><u>TORONTO</u> -10% Personal equity -Principal residence -subsequent purchases -refinancing -continuing staff members</p>	<p>Within daily commuting distance of St. George, Scarborough and Erindale campuses</p>	<p>\$50,000 - must comply with requirements of banks' financing</p>	<p>PLR + 3/4% for 15 year; PLR + 1% for 20 years - open -if the first mortgage is secured from the CIBC mortgage corporation, prevailing rates apply according to term</p>	<p>Borrower gives 2nd mortgage to University to secure loan</p>	<p>YES</p>	<p>No</p>
<p><u>TRENT</u> On-going full-time employees</p>	<p>Within Peterborough City</p>	<p>\$20,000</p>	<p>Specified rates varying in relation to prime, term and amount of loan</p>	<p>Minimum equity requirement; total of all guaranteed loans not to exceed \$300,000; prepayment features; borrowers responsible for legal costs</p>	<p>Yes</p>	<p>No</p>

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HOUSING LOAN (MORTGAGE) POLICIES

<u>Eligibility</u>	<u>Location Requirements</u>	<u>Maximum Amount</u>	<u>Interest Rate and Term</u>	<u>Other Conditions</u>	<u>Restricted to Principal Residence</u>	<u>First Purchase Within Area</u>
<u>WATERLOO</u> New full-time faculty and staff; principal residence; 10% equity	Within Cities of Waterloo or Kitchener, neighbouring communities, or respective environments	Lesser of annual salary and \$20,000	PLR + 1% for everyone	Borrower gives 2nd mortgage to university to secure loan; total of all guaranteed loans not to exceed 1.5 million	Yes	Yes
<u>WESTERN</u> Full-time faculty and staff; principal residence; 10% equity	Within 30 miles of University	Lesser of \$30,000 or applicants gross annual salary	PLR + 1/4% under 10 years; PLR + 1/2% for 10-20 years	Must be secondary financing; mortgage given to University to secure loan; can be used for refinancing or renovations	Yes	No
<u>WILFRID LAURIER</u> Full-time faculty & staff; first loan; 10% equity	Within 100 km of Cities of Waterloo or Kitchener, neighbouring communities, or respective environments	\$50,000	PLR + 3/4% over 10 years	Carrying charges not to exceed 30% of salary	Yes	No
<u>WINDSOR</u> Not available						

HOUSING LOAN (MORTGAGE) POLICIES

<u>Eligibility</u>	<u>Location Requirements</u>	<u>Maximum Amount</u>	<u>Interest Rate and Term</u>	<u>Other Conditions</u>	<u>Ristricted to Principal Residence</u>	<u>First Purchase Within Area</u>
YORK 10% equity; full-time faculty and professional and managerial staff	Within reasonable distance of York University in order that applicant can satisfactorily carry out duties at the University on a regular basis	\$100,000	PLR + 0.5% up to 20 years; subsidized by University between 7-11% provided annual salary does not exceed ceiling	Annual salary ceiling eligibility adjusted annually in YUFA negotiations; borrower gives mortgage to University to secure loan	Yes	No

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FREE TUITION POLICIES

<u>Eligibility Requirements</u>	<u>Course Completion Requirements</u>	<u>Other Conditions</u>	<u>Available for Non-University Courses</u>	<u>Courses During Normal Working Hours</u>
<p><u>BROCK</u> All full-time employees, their spouse and dependant children. Includes spouses and dependant children of a deceased full-time employee.</p>	<p>Student must successfully complete course</p>	<p>Employee only in first year. Employee only for Grad courses at Brock</p>	<p>For full-time employees, provided the course is directly related to the job. For grad courses reimbursement is the lesser of fee or 113% of grad formula fee</p>	<p>NO, exceptions considered on merits</p>
<p><u>CARLETON</u> Bargaining unit members and dependants from date of employment. Dependants are defined as children for whom employee is entitled to claim tax exemption under Income Tax Act during year in which free tuition requested or children not over age 21 to whom employee provides regular financial support.</p>	<p>Student must maintain good standing</p>	<p>Dependants and members of LTD or retirement benefits, and dependants of member who dies in service remain eligible for free tuition</p>	<p>YES - taken at the request of the University</p>	<p>YES - with agreement of Dept. Head</p>
<p><u>GUELPH</u> Free tuition available to employees but not dependants - scholarship plan for dependant children and spouses.</p>	<p>No</p>	<p>There is a fee assistance program</p>	<p>YES - 75% of fee paid up to \$300</p>	<p>YES - 3 hours per week</p>

FREE TUITION POLICIES

<u>Eligibility Requirements</u>	<u>Course Completion Requirements</u>	<u>Other Conditions</u>	<u>Available for Non-University Courses</u>	<u>Courses During Normal Working Hours</u>
<u>LAKEHEAD</u> All full-time employees, their spouses and dependants	No	Non-academic employees must have completed their probation periods. The spouse and dependent(s) of a faculty member who dies in service remain eligible until he/she has completed the courses(s) in which he/she is enrolled and for two additional academic years.	YES - 75% of fee for work related courses (maximum \$200 annually)	YES - as determined by Dean or Director
<u>LAURENTIAN</u> Full-time members of staff, their dependants and spouses. Policy amended Sept. 1/81 to include dependants of retired employees, deceased retired employees and dependants of employees deceased while in the full-time employ of University.	Student must remain in good standing		YES - depending on usefulness of course	NO, an exception to this policy must be approved by Dept. Head
<u>MCMASTER</u> Continuing full or half-time faculty and staff & hourly where covered in collective agreement.	Must complete course for full assistance	Free tuition applies to credit and extension courses for which university receives formula funding.	YES - for work related courses in excess of 18 hours	1 hour per week free - rest must be made up

FREE TUITION POLICIES

<u>Eligibility Requirements</u>	<u>Course Completion Requirements</u>	<u>Other Conditions</u>	<u>Available for Non-University Courses</u>	<u>Courses During Normal Working Hours</u>
<u>MCMASTER (Cont'd)</u>				
Dependants and spouses of continuing full or half-time faculty and staff, and of retired and deceased faculty and staff. Policy established July 1, 1986.		Tuition waived for spouses and dependants after faculty or staff members completes 3 years continuous service. Must meet admission requirements and be accepted by the Registrar's office. Dependant's age limited at 25 unless handicapped & totally dependant upon parent.	NO	
<u>OISE</u>				
Full-time support staff employed 6 months or more	Yes	Fee waiver agreement for degree courses only	NO	3 hours per week with agreement of Dept. Head
Spouses and dependants of Faculty	NO	OISE degree courses only.	NO	N/A
<u>OTTAWA</u>				
Spouse and dependants (under 26 years)		Students must pay incidental fees. Free tuition available 5 years after retirement. No longer available 5 years after employee's death. Up to age 26 per dependant.		N/A
<u>QUEEN'S</u>				
Faculty & Staff who have continuing appointments	Courses must be passed	No limit on number of courses	YES	YES - Queen's courses only; one only with agreement of Dept. Head

FREE TUITION POLICIES

<u>Eligibility Requirements</u>	<u>Course Completion Requirements</u>	<u>Other Conditions</u>	<u>Available for Non-University Courses</u>	<u>Courses During Normal Working Hours</u>
<p><u>RYERSON</u> Full-time faculty, their spouses and children to age 25, or if disabled, no age limit. Must meet admission requirements and be accepted by the Registrar's Office. Waiver of Tuition Fee for faculty, continues in force while on leave, with or without salary, disabled and/or retired, and to dependants of deceased employees.</p> <p>Full-time administrative and academic support staff, their spouses and children up to age 25, or if disabled no age limit. Must meet admission requirements and be accepted by the Registrar's Office.</p>	<p>To qualify for rebate, must obtain a passing grade for credit courses or 70% attendance record for non-credit courses</p>	<p>Free tuition fee for credit or non-credit courses/seminars offered by Ryerson.</p> <p>Free tuition for credit and non-credit courses offered by Ryerson. 100% Rebate - any work related courses or courses towards a diploma/degree taken at any post-secondary institution</p>		<p>Yes, if supervisor agrees, subject to service requirements</p>

FREE TUITION POLICIES

<u>Eligibility Requirements</u>	<u>Course Completion Requirements</u>	<u>Other Conditions</u>	<u>Available for Non-University Courses</u>	<u>Courses During Normal Working Hours</u>
<p>TORONTO Faculty holding full-time appointments and part-time with three years' continuous service holding an appointment of 55% or more of full-time. Administrative staff holding full-time or part-time of 25% or more or sessional appointments.</p>	None	Covers U of T and OISE courses to the Mester's level, diploma or certificate programmes offered through Woodsworth College and most courses offered by the School of Continuing Studies. For part-time administrative staff funding is pro-rated for the first three year's continuous service.	50% reimbursement for job-related courses given at another recognized educational institution	One course at a time may be taken with approval of Department Head when otherwise unavailable and where alternative work arrangements are made.
<p>Dependents of staff members of the University and faculty members of the Federated Universities holding regular full-time appointments or part-time of 25% or more, or sessional. Dependents of staff who died in service or retired from service and met the above eligibility requirements.</p>	None	Covers programmes leading to a first undergraduate degree or certificate and not requiring prior undergraduate preparation. A number of programmes are specifically excluded. For part-time staff members the benefit is pro-rated in accordance with the part-time appointment	No	N/A
<p>TRENT Full-time faculty; staff holding regular or recurring appointment</p>	Courses must be passed for fee waiver.	Free tuition (as a waiver) applies to only one (1) course per academic session; graduate courses at Trent included	YES (Credit Only)	YES - with approval of Supervisor, lost time must be made-up
<p>Dependants (spouses & Children)</p>	Fee Waiver	Trent undergraduate courses only	NO	

FREE TUITION POLICIES

<u>Eligibility Requirements</u>	<u>Course Completion Requirements</u>	<u>Other Conditions</u>	<u>Available for Non-University Courses</u>	<u>Courses During Normal Working Hours</u>
<u>WATERLOO</u> Faculty and staff course pertains directly to employee's responsibilities.		A 100% fee assistance program for full-time staff and for courses at U. of W. - not work related. 50% fee assistance available for children of faculty and staff. (The latter may be taken as a scholarship or fee reduction depending on tax concerns of employee.)	YES - work-related courses, with approval of Dept. Head	YES - work related courses, with approval of Dept. Head
<u>WESTERN</u> Full-time Staff, CUOE, UWO Police Association, CUPE - Food Services, CUPE - Physical Plant	Courses must be passed for rebate	No limit for credit courses taken at UWO. Off-campus non-credit limited to cost of 2 UWO undergraduate courses	YES - if job related	YES - providing does not interfere with work flow
Eligible dependents of full-time faculty (Spouse & Dependant Children)		Plan provides pre-paid tuition scholarships for university courses taken for credit according to the following conditions. The required minimum grades for the award of scholarships under this plan shall be: (i) for students completing secondary school within the previous two years, 70% in the best six Ontario Grade 13 subjects (or equivalent if secondary school completed elsewhere); (ii) for mature and/or part-time students, a minimum of a B grade in the last year of formal	No	N/A

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FREE TUITION POLICIES

<u>Eligibility Requirements</u>	<u>Course Completion Requirements</u>	<u>Other Conditions</u>	<u>Available for Non-University Courses</u>	<u>Courses During Normal Working Hours</u>
<u>WESTERN (Cont'd)</u>		<p>education. Where the foregoing requirement is difficult to establish, the student must enrol in the course(s), pay the fee and achieve a B grade to qualify retroactively for scholarship assistance for that course or courses. Once this requirement has been met, advance payment will be available provided (iii) below is satisfied. (iii) to maintain a scholarship, an average of B in the courses taken in the previous academic year shall be required.</p> <p>The scholarship shall be tenable at any degree-granting University or College. The size of the unit scholarship shall be \$1400 for 1990-1991. The size of the scholarship for a part-time student shall be one-fifth of the scholarship for a full-time student times the number of courses.</p>		
<p><u>WILFRID LAURIER</u> Full-time faculty and staff. Part-time staff receive 50% fee reduction.</p>	NO	100% waiver of tuition fees for spouses and dependent children	YES - 50% reimbursement for successful completion of work-related courses.	NO

FREE TUITION POLICIES

<u>Eligibility Requirements</u>	<u>Course Completion Requirements</u>	<u>Other Conditions</u>	<u>Available for Non-University Courses</u>	<u>Courses During Normal Working Hours</u>
<u>WINDSOR</u> Full-time faculty S.E.I.U. Local 210, 1001. 1393, 100 U.P.C.W.A. 1958 Administration	N/A N/A	Tuition remission for employee, spouse, and tax dependant children and spouse of deceased retiree at U. of Windsor - children not over age 26. Credit courses only.	NO NO	YES - if supervisor agrees and lost time made up
<u>YORK</u> All full-time employees. Spouses and/or dependants: Full-time Faculty · from date of appointment. All other staff 24.5 hrs or more · 12 months from date of employment. Retirees.		Free tuition applies to degree credit courses at York	NO	YES - with special arrangements agreed between employee and Dept. Head

PARKING POLICIES

Fees

Operates on Breakeven Basis

Other

BROCK

Limited free parking in main parking lot. Other lots with coin operated access are available at a \$.75 fee per entrance; vouchers \$15. for book of 22. Some reserved spaces available for \$200 September through May 12th.

YES (coin operated lots)

CARLETON

\$168.00 - \$600.00 p.a.

Yes

Parking only in designated areas according to permit. Repeated violation may result in cancellation of privileges.

GUELPH

\$144. p.a.
\$300. premium parking/annual
\$12. p.a. motorcycle

Yes

Parking only in designated areas according to permit. Non-payment of fines results in suspension of privileges. Regulations apply in colour-coded and hourly-rate areas 0800-1700 M-F.

LAKEHEAD

\$87.92 p.a. includes GST

Yes

No reserved spaces.

LAURENTIAN

\$75. p.a. restricted;
\$48. p.a. semi-restricted;
\$27. for general
\$3 per day for short-term parking also available in a lot

Yes

Parking only in designated areas according to permit.

MCMASTER

\$72. - \$216. p.a.
Unreserved, \$6. max. daily rate

Yes

Parking only in designated areas according to permit.

OISE

\$74/mo.
\$8 daily rate

Regulations apply to outdoor and indoor lots. No assigned spaces.

PARKING POLICIES

Fees

Operates on Breakeven Basis

Other

OTTAWA

\$528 p.a. for support staff and faculty; \$352 (8 mos.) for students

Yes

Parking only in assigned lots; regular permits valid only 0700-2330.

QUEEN'S

Outdoor - \$27.20/mo. with minimum of 10 months
Indoor - \$70 p.m.
Also daily fees and meters

Regulations apply to outdoor lots 0800-1700 M-F and indoor all the time. No reserved spaces except for handicapped.

RYERSON

\$1080 p.a. unreserved on priority system (years of service and distance)

Yes

Parking only in assigned lot according to permit.

TORONTO

Reserved - \$864. p.a.
Block Reserved - \$684. p.a.
Unreserved - \$516. p.a.
Daily Max. - \$10.00 evening
\$3. (inner campus and outer campus-flat rate after 5 p.m.)

Yes

TRENT

Employees: \$8.40 or \$5.90/mo. for designated lots

Yes

"Trent Express Bus" pass may be purchased for \$70. \$150. benefit available to faculty for credit toward either parking, athletic membership or research allowance.

WATERLOO

\$144. p.a. - \$.75/day

Yes

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WESTERN

Reserved - \$68.-\$134. p.a.
Unreserved - \$34.-\$67. p.a.

Yes

Parking only in assigned lot. Regulations apply to all Red, Blue, Green lots 0700-1800 M-F.

PARKING POLICIES

Fees

Operates on Breakeven Basis

Other

WILFRID LAURIER

Free for faculty and staff

Subsidized by University

Parking in assigned lots only

WINDSOR

All lots \$125 p.a.

Parking only in assigned lot

YORK

Staff: Reserved - \$245. p.a.

Unreserved - \$80. p.a.

Yes

Parking in assigned lots or any unreserved lot

Evenings Reserved - \$45. p.a.

Unreserved - \$25. p.a.

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ACCESS TO ATHLETIC FACILITIES

BROCK

Entire Complex - \$105 per individual plus \$58 per spouse

Swimming Pool Only - \$111 per adult; \$194 per family; \$60 per child (under 15) or \$2.50/entrance (adult); \$2.00/entrance (child)

CARLETON

Use is free (\$110.98 fee paid by the University), no reduced fees to family

GUELPH

\$36/semester + \$5 building fee (plus locker fee) - 1/2 locker @ \$16.50/semester; \$23/semester for full locker

LAKEHEAD

Free use to full-time employees and \$25 for family

LAURENTIAN

F.T. faculty and staff: \$10.00 per card and \$6.00 for lockerette

P.T. faculty and staff: \$180.00 - family package

\$135.00 - single package

\$5.00 - day pass

MCMASTER

User fee, \$147 individual p.a.

OISE

Reduced fee for University of Toronto facilities

OTTAWA

Free use for employees (\$50 annual fee paid by University)

QUEEN'S

Free use, \$54 per person for lockers and laundry

RYERSON

User fee \$9 students, \$116 staff/faculty

ACCESS TO ATHLETIC FACILITIES

TORONTO

Joint membership - athletics, Hart House and Faculty Club - Staff Memb... - \$207.60 p.a., University \$107.88 p.a. (effective July 1/90)

TRENT

Staff: Free use for staff (single coverage) with regular or recurring appointments who work 17 1/2 hours or more per week; \$12.92 per month for family coverage.

Faculty: User fee annual rates \$219.96 single, \$374.76 family, \$126.96 swimming only; - \$150 benefit available to faculty for credit toward either athletic membership, parking or research allowance

WATERLOO

User fee, Single \$100 p.a. (Locker fee extra)

WESTERN

Individual \$122.40 p.a., family \$169.20 p.a. plus towel services \$24.00 p.e.; gym apparel \$132 p.a.

WILFRID LAURIER

Free use

WINDSOR

Free use - full-time faculty and staff

YORK

User Fees:

Faculty and Staff: \$86 single, \$142 family

Students: N/A (Summer session \$26)

Students' Spouse: \$52

Students' Family: \$76

DAYCARE FACILITIES

<u>Are Daycare Facilities Provided?</u>	<u>How Many Spaces Are Available?</u>	<u>Is the Facility On or Off Campus?</u>	<u>Eligibility</u>	<u>Ages of Children Accommodated?</u>	<u>What is the Monthly Cost?</u>	<u>Subsidies are Available?</u>	<u>What Costs are Borne by the University?</u>	
<u>BROCK</u>	Yes	32 licensed	On	Single and married parent student	2-6	\$415/month full-day \$167/month part day	Grants from Min. of Consumer and Social Services if eligible	Free space, cleaning and utilities are provided
<u>CARLETON</u>	Yes	Infants & Toddlers - 22 Preschoolers - 30	On Campus	No restrictions but preference given to students and staff	6 months to 5 years	Infants & Toddlers - \$1221 Preschoolers - \$752	From Regional Government based on parents' income	Rent free facility for preschoolers
<u>GUELPH</u>	Yes	1) 32	On	Must be connected with university	1 - 5	Infants & Toddlers - \$660 Preschoolers - \$460	Nil .00	Nil
		2) 104	On	Faculty, staff, student & community access	3 mos. to 6 yrs.	Infants & Toddlers - \$505 Preschoolers - \$407	Normal COMSOC subsidy	Some overhead
<u>LAKEHEAD</u>	Yes	37	On	No restrictions but preference given to staff and students	2 1/2 - 5 years 1 1/2 - 2 1/2 years	\$400/month \$500/month	Municipal subsidies are available	None
<u>LAURENTIAN</u>	Yes	66 licensed	On campus	No restrictions	18 months to 9 years	\$20/day if parents participate \$23/day if parents do not participate	Through Province or Municipality	Nominal rent
<u>MCMMASTER</u> 235	Yes	63	On	Open priority to employees and students	18 months to 5 years	18 months-2 1/2 years - \$565 2 1/2 years-5 years - \$465	Regional Government	Space utilities

DAYCARE FACILITIES

	<u>Are Daycare Facilities Provided?</u>	<u>How Many Spaces Are Available?</u>	<u>Is the Facility On or Off Campus?</u>	<u>Eligibility</u>	<u>Ages of Children Accommodated?</u>	<u>What is the Monthly Cost?</u>	<u>Subsidies are Available?</u>	<u>What Costs are Borne by the University?</u>
<u>OISE</u>	Yes	24	On campus	1. Parents working or studying at OISE 2. Working or studying at U of T 3. General Public	2 1/2 - 5 years	\$25.29 daily	Purchase of Service Agreement with Metro Toronto Children's Services - Applications processed by that body	Free space, utilities and cleaning
<u>OTTAWA</u>	Yes	49	On campus	Staff and students priority over the community	6 weeks to 5 years	6 wks.-18 mos. - \$41.50/day 18 mos.-2 1/2 yrs. - \$30.50/day 2 1/2 yrs.-5 yrs. - \$25.45/day	Free space; free maintenance; free janitorial services	Nil
<u>QUEEN'S</u>	Yes	10-ages 6-18 months 15-ages 18-2 1/2 years 16-ages 2 1/2-3 1/2 years 32-ages 3 1/2-5 years 12-Kindergarten program	On campus	Faculty, children, staff, students and members of the community	6 months to 6 years	6-18 months-\$33.75/day 18-2 1/2 years-\$30.90/day 2 1/2-5 years-\$24.95/day Kindergarten-\$16.40/half-day	Up to 80%	Grant for rental of one property

DAYCARE FACILITIES

	<u>Are Daycare Facilities Provided?</u>	<u>How Many Spaces Are Available?</u>	<u>Is the Facility On or Off Campus?</u>	<u>Eligibility</u>	<u>Ages of Children Accommodated?</u>	<u>What is the Monthly Cost?</u>	<u>Subsidies are Available?</u>	<u>What Costs are Borne by the University?</u>
<u>RYERSON</u>	Yes	59	On campus	Any member of staff have first priority. Consultation service for off campus daycare service	3 months to 5 1/2 years	Jan./90: 3 months-2 1/2 years - \$146.65/wk 2 1/2-5 1/2 years - \$127.40/wk	Municipal subsidies are available	Approximately 25% of operational costs
<u>TORONTO</u>	Yes	56	On campus	Affiliation with University	2 1/2-5 years	\$507 effective Jan. 1/90	As approved through Metro Department of Community services not from the University	Building property of University - no rent charged and University pays all utilities except telephones
<u>TRENT</u>	Yes	27	Off campus	Priority to faculty, staff & students	12 months to 5 years.	\$3.75 to \$20.50 per day based on means test of parents	Grants from Ministry of Consumer & Social and Family Services based on enrolment; registered charity for United Way designated gifts; grants through City of Peterborough	Rent subsidized

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DAYCARE FACILITIES

<u>Are Daycare Facilities Provided?</u>	<u>How Many Spaces Are Available?</u>	<u>Is the Facility On or Off Campus?</u>	<u>Eligibility</u>	<u>Ages of Children Accommodated?</u>	<u>What is the Monthly Cost?</u>	<u>Subsidies are Available?</u>	<u>What Costs are Borne by the University?</u>
<u>WATERLOO</u>	Yes	PAINTIN PLACE - 50	On campus	Priority to faculty, staff and students	2 years + (toilet trained)	(Full-time) \$376 non-student \$342 student (Part-time) \$246 non-student \$230 student (includes noon meal)	May qualify through Region of Waterloo
		KLEMMER CO-OP - 30	On campus	No requirements	2 years. + (need not be toilet trained)	\$416 full-time \$209.73 part-time without lunch \$257.40 part-time with lunch	May qualify through Region of Waterloo
		HILDEGARD MARSDEN CO-OP DAY NURSERY (20 infants; 15 toddlers)	On campus	Priority to faculty, staff and students	3 months to 33 months	\$525/month toddlers \$625/month infants	Through Region of Waterloo; students may be subsidized through Federation of Students or Faculty of Science
<u>WESTERN</u>	No						
<u>WILFRID LAURIER</u>	No						Building property of University - no rent charged

DAYCARE FACILITIES

	<u>Are Daycare Facilities Provided?</u>	<u>How Many Spaces Are Available?</u>	<u>Is the Facility On or Off Campus?</u>	<u>Eligibility</u>	<u>Ages of Children Accommodated?</u>	<u>What is the Monthly Cost?</u>	<u>Subsidies are Available?</u>	<u>What Costs are Borne by the University?</u>
<u>WINDSOR</u>	Yes	45 children	On campus	Ability of parent to devote 1 1/2 hrs/wk in nursery	2 1/2-6 years	\$320/month approx. \$16/day	Day Nursery Assistantship	None
<u>YORK</u>	Yes	110	On campus	Priority to students, staff and faculty mothers. 60% must be children of students	6 weeks to 6 years	0-17 months \$740 18-30 months \$660 31 months on \$582 Effective Jan. 1/91	Metro Toronto Children's Service to qualifying	\$84,433

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