

**Kwantlen Faculty Association
and Kwantlen University College**

Financial Incentive (Bonus) Fact Sheet

Kwantlen University College employees covered by the Kwantlen Faculty Association Collective Agreement will receive a financial incentive (bonus) payment as follows:

“The incentive payment shall be \$4,000 for each full-time equivalent faculty member and shall be pro-rated for part-time faculty members. For the purpose of the determination of the amount of the incentive payment, a full-time equivalent faculty member is a regular or non-regular faculty member who worked on a full-time basis for the twelve (12) -month period ending on the incentive eligibility date. The incentive payment for a faculty member who worked less than full-time over this period shall be pro-rated for the fraction of full-time work, as defined in the collective agreement that the faculty member worked over this period. ”

As per: KFA collective agreement letter of understanding

Q: Who is entitled to receive the financial incentive?

A: Regular, Non Regular Type 1 and Non Regular Type 2 faculty members who are members of the bargaining unit and had an employment relationship with Kwantlen University College on March 31, 2007 will be eligible to receive the one-time payment.

Q: How will the financial incentive be calculated?

A: The incentive payment shall be \$4,000 for each full-time equivalent faculty member and shall be pro-rated for part-time faculty members. For the purpose of the determination of the amount of the incentive payment, a full-time equivalent faculty member is a regular or non-regular faculty member who worked on a full-time basis for the twelve (12) -month period ending March 31, 2007. The incentive payment for faculty members who worked less than full-time over this period shall be pro-rated for the fraction of full-time work over this period that the faculty member worked.

Q: How do leaves affect my financial incentive?

A: Time spent by faculty member on the following leaves shall be considered as time worked for the purpose of calculating the amount of the incentive payment:

- maternity or parental leave
- sick leave
- short-term disability leave
- long-term disability or WCB leave that commenced within the 12 month period ending on the financial incentive bonus eligibility date of March 31,2007
- educational leave or general leaves with pay

Q: How do unpaid leaves affect my financial incentive?

A: Faculty member who is on an approved leave without pay on March 31, 2007 and had earnings during the incentive period of April 1, 2006 to March 31, 2007 will receive a pro-ration of the financial incentive.

Q: When will employees receive their one-time financial incentive?

A: Every reasonable effort will be made to pay the incentive payment no later than May 25, 2007. Payment will be included with your regular pay.

Q: What deductions will apply to the financial incentive?

A: The one-time payment is subject to all normal statutory deductions including union dues. The one-time payment is not subject to Pension Plan deductions as the one-time payment is not considered to be pensionable earnings.

Q: Are employees in their layoff notice period or recall period eligible for the incentive payment?

A: Yes, because these individuals are still considered active employees as of March 31, 2007. Please refer to question #2 regarding the calculation of payment.

Q: If I resigned or retired prior to March 31, 2007, will I be eligible for the one-time payment?

A: No, because you were not an employee of Kwantlen University College on the eligibility date of March 31, 2007, you will not be eligible for the one-time payment.

Q: Whom can I contact for further information?

A: Sharon Conboy, Manager, Payroll and Project Reporting (local 2069); Lorna Boseley, Payroll Operation Manager (local 2061).