



Labour Relations Advice

FULL AND PART-TIME STATUS

If you are an avid reader of your Collective Agreement, as we are on the **FSA Labour Relations team**, you may have noticed that Article 8 has a mechanism whereby a full-time FSA employee may change their status to part-time. It reads, “no full-time Employee shall be changed to part-time status except by mutual agreement of the Parties and the Employee.”

Generally, we advise FSA members that a permanent reduction in their hours is not advantageous. It is preferable, in most cases, to continue requesting leaves of absence because a reduction in your full-time status will negatively affect the following non-exhaustive list: vacation accumulation, sick leave accumulation, pension, progression on the salary scale, and Article 10.3 professional development funds.

Once the reduction is complete, you will not be able to change your mind or demand a reinstatement to full-time. If you wish to return to 100% full-time (1.0 FTE) status, there is no obligation for BCIT to give that to you.

Another important consideration is your Departmental objectives plan (Article 14) and Departmental workload processes (Article 8). You should have a thorough discussion with your Department members before making the decision to reduce your hours because BCIT, once again, is not obligated to restore your position to 100% nor hire additional FTEs to cover the hours you relinquish.

Finally, the permanent reduction to part-time status is not a right but requires consent of both the FSA and the employer. If you decide to seek a reduction

in hours, first, consider the list above, for its impact on your vacation, pension, etc.; second, discuss the reduction with your Department, for its impact on Departmental planning and workloading, etc.; and then **contact the FSA** and BCIT HR, so that mutual agreement may be reached between the Parties and you.