

LETTER OF AGREEMENT (“LOA”)

Between

Queen’s University (Queen’s)

And

Queen’s University Faculty Association (QUFA)

Re: Employee Group Benefit Plan

Whereas, in the course of negotiating a renewal Collective Agreement that would succeed the 2011-15 Collective Agreement, Queen’s and QUFA (the “Parties”) discussed the Employee Group Benefit Plan (the “Plan”);

And Whereas the Parties expressed a mutual interest in reviewing the Plan for the purpose of improving the benefit package available to QUFA Members with a view to maximizing value without adding expense to the Plan as measured by the associated premiums that are University-paid, University/Member paid and/or Member-paid;

Now therefore the Parties agree as follows:

1. The Parties agree that, by January 30, 2016, they will commence a review of the Plan either via the Joint Benefits Committee, as provided for at Article 42.6.4 of the Collective Agreement, or via a multi-employee group Employee Benefits Committee if interest in a review, such as described in the recitals of this LOA, is expressed by other employee groups at Queen’s University.
2. The review, as referenced in the recitals of this LOA, shall comprise a review of the Plan design where for purposes of this LOA, the Plan is comprised of the items listed in the Collective Agreement at Article 42.6.2 (b), (c), (d) and (e).
3. Following a review of the Plan design, the University shall conduct a formal Request for Proposals (“RFP”) with regard to the Plan, and such RFP process shall be conducted in accordance with and be governed by the policies and procedures set out in the Queen’s Procurement Policy and the Broader Public Service Procurement Directive. The Joint Benefits Committee or, as the case may be, the multi-employee group Employee Benefits Committee shall recommend criteria to be used in evaluating vendors who participate in the RFP process.
4. The University will maintain sole discretion and final responsibility with regard to:
  - (a) The selection of a preferred vendor(s) following a RFP process as contemplated at paragraph 3 of this LOA;
  - (b) The negotiation of a contract(s) with the vendor(s); and
  - (c) Any changes to the Plan that result from a review of the Plan, subject to any agreement with QUFA that may be required as per Article 42.6.2 of the Collective Agreement.

5. This LOA will expire upon the expiration of the renewal Collective Agreement to the 2011-2015 Collective Agreement.

SIGNED THIS 30th DAY OF July, 2015

**ORIGINAL SIGNED BY:**

**ORIGINAL SIGNED BY:**

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QUEEN'S UNIVERSITY  
*per Dan Bradshaw*  
*Chief Negotiator*

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QUFA  
*per Elizabeth Hanson*  
*Chief Negotiator*