



Policy	#2-14
Approved By:	Senior Leadership Team
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Administrator Responsible:	Director, Human Resources

ELIGIBILITY FOR PENSION EXCLUDED ADMINISTRATORS

POLICY STATEMENT

Excluded Administrators holding positions at Pay Grade 10 and above shall be enrolled in the College Pension Plan in accordance with College Pension Plan regulations. Excluded Administrators, including managers and excluded professional and administrative staff, holding positions at Pay Grades 1 to 9 shall be enrolled in the Municipal Pension Plan, in accordance with Municipal Pension Plan regulations.

PURPOSE STATEMENT

The purpose of this policy is to clarify eligibility for enrolment in the College and Municipal Pension Plans for Excluded Administrators.

PRINCIPLES

Guidelines:

The College Pension Plan, at its inception, was intended for faculty (instructional and non-instructional) and members of senior Administration. For the purpose of enrolment in the College Pension Plan, the interpretation of “senior” at North Island College shall be positions evaluated at Grade 10 and above of the Excluded Administrators’ Compensation Plan as approved and implemented in 2018.

Procedures:

1.0 Transfer from Municipal Pension Plan to the College Pension Plan

When Administrators employed by North Island College and enrolled in the Municipal Pension Plan become eligible for enrolment in the College Pension Plan via internal promotion or position reclassification such that they are now considered *senior administrative employees*, the College will be required to terminate their enrolment in the Municipal Plan and commence their enrolment in the College Pension Plan, in accordance with pension plan regulations. In this circumstance, the normal purchasing and transferring of service rules deadlines apply as they would in a termination of employment.

2.0 New Hires

Administrators who are hired into excluded administrative positions evaluated at Grade 10 and above of the Excluded Administrators' Compensation Plan are considered *senior administrative employees* for the purposes of pension plan eligibility and shall be enrolled in the College Pension Plan in accordance with pension plan rules and regulations.

Administrators who are hired into excluded administrative positions evaluated at Grade 1-9 of the Excluded Administrators' Compensation Plan shall be enrolled in the Municipal Pension Plan in accordance with pension plan rules and regulations.

Legislative and Collective Agreement References:

College Pension Plan Regulation: <https://college.pensionsbc.ca/>

Municipal Pension Plan Regulation: <https://mpp.pensionsbc.ca/>