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## CUPE Staff Members Attendance Honorarium for Learning Events Policy

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### Department Policy Number

200 007

### Effective Date

September 26, 2006

### Purpose

To provide recognition of CUPE staff who voluntarily attend learning events so designated by Athabasca University

### Definitions

**CUPE Staff** Means an "employee" as defined by Article 1.01(a) of the collective agreement between the Governors of Athabasca University (the Board) and Canadian Union of Public Employees, Local 3911 (CUPE).

### Policy

CUPE staff voluntarily attending an organization-wide learning event as designated by Athabasca University will receive an honorarium of \$200.00

### Regulation

N/A

### Procedure

- 1.0 The University in publicity for an organization-wide learning event will designate that this policy applies.
- 2.0 To obtain the honorarium, CUPE staff attending a designated event under this policy must sign the attendance sheet provided at the event.
- 3.0 The organizer of the event must sign the attendance sheet, put the budget code on it and submit it to payroll.



4.0 The honorarium will appear on the employee's regular pay and will be taxable.

**Approved by**

President (Executive Group), September 26, 2006

**Amended Date/Motion No.**

Executive Group, April 7, 2008

**Related References, Policies, and Procedures**

**Applicable Legislation/Regulation**

**Responsible Position/Department**

This policy is maintained and administered by Learning Services - Tutorial. For further information, please contact the Coordinator, Learning Services - Tutorial.

**Keywords**