

**NSTU Personnel Committee  
Year End Report  
August 1, 2015 - July 31, 2016**

**Mandate:**

As a committee of the Provincial Executive, the Personnel Committee addresses matters related to staffing and program review. The committee provides recommendations to the Provincial Executive and works with the Executive Director as a two way sounding board.

**The members of the 2015-2016 Personnel Committee were:**

- Sheila Hawley(Chair)
- Lori MacKinnon
- Paul Boudreau
- Sandy Mitchell
- Shelley Morse (NSTU President)
- Joan Ling (Executive Director)

**During the year, the Personnel Committee met on the following dates:**

September 17, October 15, 26 &27, November 2, 3, 13& 18  
March 2, April 6, May 27, June 2, 16, 23 & 24 and July 6 &16

**Budget:**

The committee was allocated \$9,600 during the budget year. The actual amount spent was \$22,074.

**During this year, the Personnel Committee;**

- Advertised, shortlisted and interviewed candidates and made recommendations to the Provincial Executive for filling positions including; two Executive Staff Officers (term), Financial Officer (term), Assistant Executive Director, two Executive Staff Officers (Probationary) and an NSTU Counselor (Probationary),
- Recommended that a specialist be hired to address teaching standards,
- Recommended that two Probationary Executive Staff Officers be granted a permanent contract,
- Recommended the extension of an Executive Staff Officer's term contract ,
- Dealt with complaints and issues confidential in nature as they arose.

Respectfully Submitted by,

Sheila Hawley (Chair)  
NSTU Personnel Committee