

COLLECTIVE BARGAINING AGREEMENT

BETWEEN

**THE BOARD OF REGENTS FOR HIGHER
EDUCATION**

AND

AFSCME, LOCAL 2480, Council 4

2021-2025

Table of Contents

PREAMBLE	4
ARTICLE I - RECOGNITION.....	4
ARTICLE II - EMPLOYEE RIGHTS	4
ARTICLE III - RIGHTS OF THE BOARD OF REGENTS	5
ARTICLE IV - RIGHTS OF THE UNION.....	6
ARTICLE V - PAYROLL DEDUCTIONS	8
ARTICLE VI - ACADEMIC FREEDOM	9
ARTICLE VII - GRIEVANCES	10
ARTICLE VIII MAINTENANCE OF RECORDS.....	15
ARTICLE IX APPOINTMENT AND REAPPOINTMENT.....	17
ARTICLE X - WORKING CONDITIONS AND WORKLOAD	20
ARTICLE XI EVALUATION	25
ARTICLE XII PROMOTION.....	26
ARTICLE XIII - TERMINATION OR REASSIGNMENT FOR SPECIAL REASONS REDUCTION IN FORCE	29
ARTICLE XIV - SEPARATION BECAUSE OF INCAPACITY	32
ARTICLE XV - TRANSFER AND RESTRUCTURING.....	33
ARTICLE XVI - DISMISSAL AND DISCIPLINE	33
ARTICLE XVII - SABBATICAL LEAVE	35
ARTICLE XVIII - PROFESSIONAL DEVELOPMENT.....	37
ARTICLE XIX - OTHER LEAVES.....	40
ARTICLE XX - HOLIDAYS AND VACATIONS	46
ARTICLE XXI - SALARY AND FRINGE BENEFITS.....	48
ARTICLE XXII - EXTENT OF AGREEMENT	52
ARTICLE XXIII - SAVINGS CLAUSE	52
ARTICLE XXIV - TERM AND DURATION OF AGREEMENT	53

<i>SCHEDULE A LONGEVITY SCHEDULE AND CATEGORIES</i>	54
<i>Congress/AFSCME Longevity Categories</i>	54
<i>SCHEDULE B</i>	56
<i>TABLE OF RANK AND MINIMUM QUALIFICATIONS</i>	56
<i>ADMINISTRATORS, COUNSELORS, LIBRARIANS AND NON-TEACHING PROFESSIONALS</i>	56
<i>SCHEDULE C</i>	57
<i>SCHEDULE D</i>	75
<i>SUMMARY OF MISCELLANEOUS RATES OF PAY</i>	76
<i>APPENDIX A -MISCELLANEOUS SALARY AND FUNDING PROVISIONS (AFSCME)</i>	79
<i>APPENDIX B</i>	80
SUPPLEMENTAL LETTERS OF AGREEMENT	81
<i>RE: POSITION VACANCIES</i>	81
<i>RE: GRADE PLACEMENT</i>	81
<i>RE: MINIMUM QUALIFICATIONS</i>	83
<i>RE: DAY AFTER THANKSGIVING</i>	84
<i>RE: MERIT AWARDS, EDUCATIONAL EXCELLENCE AWARDS, AND DISTINGUISHED SERVICE AWARDS</i>	83
<i>RE: SABBATICALS</i>	84
<i>RE: RETRAINING</i>	84
<i>RE: AREAS OF IMPROVEMENT</i>	85
<i>RE: GRANTS AND CONTRACTS</i>	85
<i>RE: TECHNOLOGY TRAINING</i>	85
<i>RE: ARTICLE XIII</i>	86
<i>RE: MINORITY FELLOWSHIP PROGRAM</i>	86
<i>RE: MINORITY FELLOWSHIP PROGRAM</i>	86
<i>RE: COMPENSATION OF ATHLETIC COACHES</i>	87
<i>RE: COMMENCEMENT</i>	88
<i>RE: PART TIME EMPLOYEES</i>	88
<i>RE: UNIT PLACEMENT OF NON-TEACHING/ADMIN POSITIONS</i>	88
<i>RE: INFORMAL WORK SCHEDULE/COMPENSATORY TIME</i>	89
<i>RE: SYSTEMWIDE HEALTH AND SAFETY COMMITTEE</i>	89
<i>RE: BENEFIT FOR INTERPRETERS FOR THE DEAF AND HEARING IMPAIRED</i>	90
<i>RE: REOPENER</i>	90
<i>RE: PROMOTIONAL CALCULATIONS STIPULATED AGREEMENT</i>	91

PREAMBLE

The intent of both parties in carrying out their responsibilities is to promote the quality and effectiveness of education in the Connecticut Community College System.¹ This objective is best accomplished by a good faith cooperative and collegial relationship in the System and on each campus. The parties also recognize the value of productive engagement between professional staff members and students, which is a hallmark of the community college system. Professional staff members are encouraged to continue their efforts in this area. This preamble is a statement of intent and is not subject to grievance and arbitration.

Agreement, made and entered into this 1st day of July 2021, by and between Local 2480, Council 4, A.F.S.C.M.E., hereinafter referred to as “AFSCME” or “the Union,” and the Board of Regents for Higher Education (formerly the Board of Regents of Regional Community Colleges) and the State of Connecticut, hereinafter referred to as “the Board” or “the employer.”

ARTICLE I - RECOGNITION

For the duration of this Agreement, the Board recognizes the Union as the joint, exclusive bargaining agent with respect to all non-faculty professional employees presently or hereafter employed by the Board at its five merged colleges to the extent such employees are set forth in the certifications issued by the Connecticut State Board of Labor Relations in Case No. SE-3259 on December 17, 1975, and the Recognition Agreement in Case No. SE-3259 issued on January 28, 1975, Case No. SE-4669 issued on November 3, 1978, Case No. SE-8181 issued on December 4, 1984, and Case No. SE-5490, Decision No. 1940, and such positions as have and may subsequently be agreed to by the Board and the Union. These certifications are for a unit of employees working twenty (20) or more hours per week.

The Board will deal with the Union in accordance with the Procedures for Administration attached hereto as Appendix B.

ARTICLE II - EMPLOYEE RIGHTS

Section 1. Collective Bargaining Rights

The Board will not discriminate, interfere, restrain, or coerce professional staff members in the bargaining unit or in any way infringe upon their rights pursuant to Sections 5- 270 et seq. of the Connecticut General Statutes. The Union shall represent all professional staff members in the bargaining unit without discrimination, interference, restraint, or coercion, or in any way infringing upon their rights pursuant to Sections 5-270 et seq. of the Connecticut General Statutes.

The Board agrees to provide all new bargaining unit members with the Procedures for Administration attached hereto as Appendix B. Within thirty (30) days after the execution of this Agreement, and on a quarterly basis thereafter, the Board shall provide the Union a list of all employees in the bargaining unit, which shall include the name, address, date of hire, the position held, and the college. Names and

¹ Reference in this Agreement to “the Community Colleges” or “the Community College System” shall be the equivalent of a reference to the Board of Regents of Community-Technical Colleges.

addresses of new hires will be provided to Chapter Presidents/chairs as soon as reasonably possible.

The Board and the Union agree to furnish all information relevant and necessary to administer the Agreement or to engage in collective bargaining.

Section 2. Nondiscrimination

The Board and AFSCME shall continue their policy of not discriminating against any member of the bargaining unit on the basis of race, color, religious creed, national origin, ancestry, sex (including sexual harassment), sexual orientation, age, marital status, political affiliation, or present or past history of mental disorder, developmental disability, learning disability or physical disability, criminal record, or opposition to discrimination, as required by any federal or Connecticut statute or regulations pursuant thereto. The Board and AFSCME agree not to discriminate against bargaining unit members based upon membership status in any union representing employees of the Board of Regents.

The parties acknowledge their mutual support of the concept of affirmative action. In the event that a problem arises between the parties concerning affirmative action, it may be raised at a meeting between the union and representatives of the Board but not through the grievance and arbitration provisions of this Agreement.

Section 3. Gender

All references to bargaining unit members in the Agreement designate both sexes, and whenever gender is specified, it shall be construed to include male, female, transgender, nonconforming, and non-binary employees.

Section 4. Domestic Partners

Wherever the term "spouse" is used in this Agreement, it shall also mean domestic partner. A "domestic partner" is a person who has qualified for domestic partnership benefits under the pension and health care agreement between the State and SEBAC.

ARTICLE III - RIGHTS OF THE BOARD OF REGENTS

Except as otherwise limited by an express provision of this Agreement, the Board reserves and retains, whether exercised or not, all the lawful and customary rights, powers, and prerogatives of public management. Such rights include but are not limited to: establishing standards of performance of its employees; determining the mission of the System and the methods and means necessary to fulfill that mission, including the discontinuation of services, positions, or programs in whole or in part; the determination of the content of job classifications; the appointment, promotion, and transfer of personnel; determining educational policy, programs and courses; directing employees and determining professional assignments; the suspension, demotion, discharge or any other appropriate action against its employees; the relief from duty of its employees because of lack of work or for other legitimate reasons; the establishment of regulations not inconsistent with this Agreement; and the taking of all necessary actions to carry out its mission in emergencies.

ARTICLE IV - RIGHTS OF THE AFSCME

Section 1. Union Leave

A. Release Time

Reasonable release time for attending bargaining sessions shall be given to the permanent members of the Union's bargaining committee.

Reasonable release time shall be given to the aggrieved employee(s) and/or campus representative at each college for the purpose of attending meetings with the employer under Level One of the grievance procedures. Reasonable release time shall be given to the aggrieved employee(s) and/or the Union's chairman (or designee) for the purpose of attending meetings with the employer under Level Two of the grievance procedure.

Effective July 1, 2017, the Union shall be afforded 20% release time for its President or his/her designee to conduct business of the Union.

B. Attendance at Conventions

Upon twenty-one (21) days' notice to the Board, one (1) Union delegate to the Annual State Labor Council Convention shall be given three (3) days release time to attend such convention.

Upon twenty-one (21) days' notice to the Board, one (1) Union delegate to the biennial International AFSCME Convention shall be given five (5) days release time to attend such convention.

Except in exceptional circumstances, three (3) working days prior written notice shall be given to the appropriate management representative when release time is to be utilized. Said notice should include a method of contacting the individual.

C. Leaves of Absence for Union Assignments

The Board of Regents may grant leaves of absence without pay in accordance with the provisions of Article XIX, Section 1 of this Agreement to permit Union assignees to pursue assigned union tasks. Such leaves of absence may be full- or part-time, but in total may not exceed two full-time equivalent assignments per fiscal year for the System. Upon return from such leave, the employees shall have the right to purchase back retirement credits for the period of the leave, provided that the employee or the union shall pay the State's contribution for the period of the leave.

The person seeking the leave will apply to the college CEO/President. The CEO/President will in turn forward the request to the Board, with a statement which indicates the effect of the leave on educational offerings and/or college services to students and includes a recommendation. Such a request must be made three (3) months prior to the opening of a semester and shall not be unreasonably denied.

Section 2. Chapter Meetings

The Union shall have the right to schedule one (1) regular and one (1) emergency Union chapter meeting per month during normal operating hours at a college at times mutually agreeable to the

college CEO/President and the union. Subject to the operating needs of the college, non-teaching professional staff members shall be allowed to rearrange their schedules to attend such meetings provided, however, that the revised work schedule be approved by the appropriate management representative. Individuals shall not be required to reschedule mutually agreed upon time periods spent in such meetings provided that their work responsibilities are fulfilled. Normal college procedures will be followed in scheduling available space.

Section 3. Meetings of the Board

For each regular or special public meeting of the Board of Regents, a copy of the agenda will be mailed to the President of the Union at the same time it is mailed to members of the Board. In addition, a copy will be made available to each library by the college CEO/President's office, preferably within a day of receipt. Should the Union wish to have a specific matter placed on the agenda of a Board meeting, the President of the Union shall request such of the Board of Regents. The President of the Connecticut State Colleges and Universities shall provide the President of the Union with written notification of the Board's disposition of the request no later than seven (7) calendar days after receipt of such request. The President of the Union or his/her designee may request the privilege of speaking at Board meetings in accordance with Board bylaws and rules as they may be amended. The Board shall also provide to the President of the Union a copy of the official minutes of its meetings.

Section 4. Use of Facilities

AFSCME and its duly authorized representatives shall be permitted to confer and transact official AFSCME business on college property and to use college facilities, including available electronic means, for meetings and other official business, subject to standard and reasonable rules established by the Board and provided that there is no interference with the instructional program and other operations of the college or the duties of staff members as employees.

No charge shall be made for use of facilities by AFSCME provided that there is no cost to the college for such usage. If costs are incurred, they will be borne by AFSCME.

The use of facilities does not include the use of equipment, machines, materials, supplies or similar items, or personal services. The foregoing notwithstanding, copy machines, if such are available at the college, may be used for local chapter purposes only.

AFSCME may use the college internal mail and email service and professional staff mailboxes for purposes of communication, subject to the establishment by the CEO/President of standard procedures for general distribution. AFSCME may postdate official notices and communications on suitable bulletin boards designated by the CEO/President of the college. AFSCME will establish and publicize to unit members a toll-free telephone number for use when it is needed for union business.

Section 5. Position Openings

The Board shall advise the Union of all full-time openings in professional positions at any college or at the System Office.

Section 6. Notice of New Bargaining Unit Hires

Names, addresses, and banner numbers of all members will be provided to Chapter Presidents on a monthly basis

Section 7. Bargaining Unit Work

Non-bargaining unit employees shall not perform bargaining unit work so as to terminate or replace bargaining unit employees or positions, except for temporary unforeseen emergencies.

ARTICLE V - DEDUCTION OF DUES

Section 1. Membership

During the life of this Agreement, an employee retains the freedom of choice whether or not to become or remain a member of the union.

Section 2. Deduction of Union Dues

Upon the receipt of an employee's signed authorization to deduct membership dues, the Employer agrees to deduct from the pay of the employee an amount as established and periodically adjusted by the union. Such deductions shall continue unless the employer is notified in writing by Council 4 that the employee is no longer a member. Council 4 reserves the right to modify and or replace any such authorization form.

Union dues shall be deducted by the employer biweekly from the paycheck of each employee who signs and remits to the employer a form authorizing said deduction. The amount deducted shall be in an amount certified in writing by the treasurer of Local 2480 as the regular monthly dues. The amount deducted shall be remitted to the treasurer together with a list of employees and the amount being remitted.

Any changes in the amount of union dues to be deducted shall be effective as soon as practicable, but in no event sooner than twenty-eight (28) days after receipt by the employer's designee of written notice of changes.

Deductions of union dues shall be discontinued upon written request of an employee thirty (30) days in advance.

No payroll deduction of union dues shall be made for any payroll period in which earnings received are insufficient to cover the amount of such deduction, nor shall such deductions be retroactive.

Section 3. Indemnification

The union shall indemnify the Board and hold said Board harmless against any claim, action, proceeding, judgment or other costs or obligations, financial or otherwise, arising from compliance by said Board with the provisions of this Article. Any funds remitted to said union by the Board, pursuant to the provisions of this Article, shall thereafter become the sole and exclusive obligation and responsibility of the union.

Section 4. Calculation/Payment Schedule

Said dues or fees shall be paid bi-weekly for the life of this Agreement and, in the event of any time lapse in the above arrangements on the part of the employer, shall be deducted and paid retroactively to AFSCME.

The employer shall annually electronically transmit to AFSCME a run-off of each member represented by AFSCME, alphabetized by college, to include each employee's name, classification, gross salary and bi-weekly dues deduction (to be calculated by multiplying salary by the appropriate percentage dues rate).

AFSCME assumes the responsibility for reimbursing employees whom it represents, upon their request, in the amount of any overpayment of AFSCME dues or service fees which they may have made due to an incorrect deduction of such dues or fees from their salaries by the employer's agent who is responsible for said deduction.

Section 5. Rebate

It is understood that the provisions of this Article are subject to the requirements of law. AFSCME agrees to indemnify and save the Board harmless from any claims arising out of or resulting from any deduction from wages made under this Article. In the event any agency or court of competent jurisdiction orders the employer to rebate to employees the service fee or any portion thereof deducted pursuant to Section 2, the union agrees to hold the employer harmless for said deduction by returning the agency fee which has been deducted for the period involved, provided that this provision shall not take effect until any appeal has been exhausted.

Section 6. Summer Salaries

Dues and service fees shall be deducted from the payment of the summer-session salary at the rate of one (1) percent.

Section 7. Payroll Deductions

Pursuant to Section 5-260a of the Connecticut General Statutes, upon receipt of a professional staff member's written request, the employer shall deduct from that staff member's salary each pay period the requested payments to AFSCME's Political Action Committee and remit same promptly to AFSCME, together with a list of the names.

ARTICLE VI - ACADEMIC FREEDOM

The Board of Regents recognizes that professional staff members are entitled to academic freedom, such that:

- a. Each member of the professional staff is entitled to full freedom in research and in the publication of the results, subject to the adequate performance of his/her other professional duties; but research for pecuniary return should be based upon an understanding with the authorities of the institution.
- b. Each member of the professional staff is entitled to freedom in the classroom in discussing his/her subject, but he/she should be careful not to introduce into his/her teaching

controversial matter which has no relation to his/her subject.

The professional staff member is a citizen, a member of a learned profession, and an officer of an educational institution. When he/she speaks or writes as a citizen, he/she should be free from institutional censorship or discipline but his/her special position in the community imposes special obligations. As a person of learning and an educational officer, he/she should remember that the public may judge his/her profession and his/her institution by his/her utterances. Hence, he/she should, at all times, be accurate, should exercise appropriate restraint, should show respect for the opinions of others, and should make every effort to indicate that he/she is not an institutional spokesperson.

The parties agree that the foregoing language is intended to give meaning to a right of professional staff members which is derivative from the interest of the public and must be balanced with the rights of students. Accordingly, the parties agree that interpretations or applications of the foregoing language by any professional association or labor organization shall not be determinative in interpreting this Article.

ARTICLE VII - GRIEVANCES

The Board and the Union recognize the importance of adjusting grievances fairly without fear of prejudice or reprisal. Accordingly, the Board and AFSCME agree that they will encourage the prompt settlement of grievances which may arise between a professional staff member, a group of the professional staff, or the union and the employer. Unless otherwise provided within this Agreement, the orderly processes hereinafter set forth shall be the sole method used for the resolution of all grievances.

The parties recognize that some grievances filed may concern the interpretation or application of language common to the Union and one or more of the other unions representing unclassified professional employees of the System. In such cases, the other union or unions shall be necessary parties with the rights to be present and heard.

Section 1. Informal Adjustments

Whenever possible, problems affecting professional staff members should be adjusted between the professional staff member and the immediate supervisor or within the college structure through the level of CEO/President if necessary. Any professional staff member in the bargaining unit may present and discuss his/her complaint with appropriate management representatives and may be represented by the Union in the process. The Union may present and discuss with appropriate management representatives any complaint on its own behalf, but not on behalf of a professional staff member or professional staff members. These presentations or discussions shall be entirely informal. Any settlement, withdrawal, or disposition of a complaint at the informal stage shall not constitute a binding precedent in the settlement of similar complaints or grievances. Such matters shall not be deemed grievances and their settlement shall not establish any precedent whatsoever for the resolution of any problems between a professional staff member and the immediate supervisor, the college, or the Board. If a bargaining unit member believes that a problem or concern constitutes a grievance, he or she may request that the CEO/President agree to extend the time limit for filing the grievance for up to fifteen (15) calendar days, as provided in 2D below.

Section 2. *Grievance Procedure*

A. Definition

If any professional staff member, group of professional staff members, or the AFSCME should have a complaint as to the interpretation or application of this Agreement, such complaint shall constitute a grievance subject to settlement pursuant to this Section.

In processing grievances under this Section at Levels One and Two, the parties shall not be precluded from considering questions of equity, provided, however, that any resolution based upon equity shall not constitute a waiver of the right to assert appropriate contractual provisions in any like case unless such right is expressly waived in writing by the President of the Connecticut State Colleges and Universities.

B. Union Representation

Grievant(s) shall have the right to representation by the union at each and every level of the procedure outlined in this Section.

When an individual employee or group of employees elects to submit a grievance without union representation, the union's representative shall be provided a copy of the pending grievance and shall have the right to be present at any discussions of the grievance, except that if the employee does not wish to have the union representative present, the union representative shall not attend the meeting but shall be provided a copy of the written response to the grievance and no such response shall constitute an interpretation of this Agreement binding on the union.

C. Steps

A grievance shall be filed on a form mutually agreed upon by the Board and AFSCME. If the grievance involves an action of the Board or a matter of general applicability within the System, the grievance may be filed at Level Two, provided however that such grievances must be filed within thirty (30) calendar days after the grievant knew, or should have known, of the act or conditions on which the grievance is based. All other grievances shall be processed in accordance with the following:

1. Level One – CEO/President

Within thirty (30) calendar days after he/she knew or should have known of the act or conditions upon which the grievance is based, the grievant shall present the grievance in writing to the CEO/President, specifying the facts, rationale, the section or provision of the Agreement alleged to have been violated and remedy sought, provided failure to file the grievance within the time prescribed shall result in a waiver of the grievance. The CEO/President or designee shall meet with the grievant for the purpose of resolving the grievance and shall, within fourteen (14) calendar days of receipt of the written grievance, or the meeting with the grievant, render his/her decision and reasons therefore in writing to the grievant and the appropriate union office.

2. Level Two – President of the Connecticut State Colleges and Universities

If the grievance is not resolved at Level One or the written decision of the CEO/President or his/her designee is not rendered within the time specified, the grievant may then appeal the grievance to the President of the Connecticut State Colleges and Universities but, if he/she chooses to appeal to the President of the Connecticut State Colleges and Universities, the grievance shall be filed within ten (10) calendar days of the receipt of the CEO/President's or

his/her designee's answer or within ten (10) calendar days after the end of the time specified in Level One for said answer.

Failure to file with the President of the Connecticut State Colleges and Universities within the time specified shall be deemed to be acceptance of the decision rendered at Level One. The President of the Connecticut Colleges and Universities or his/her designee shall meet with the grievant and shall render a written decision within twenty-one (21) calendar days of receipt of the grievance or the meeting with the grievant.

D. Extension of Time Limits

Any of the specified time limits may be extended by mutual agreement between the grievant or his/her union representative and the CEO/President, or President of the Connecticut Colleges and Universities as the case may be, provided, however, that in no case shall the period of time for filing a grievance be extended more than an additional fifteen (15) calendar days except by the President of the Connecticut Colleges and Universities or his/her designee. Any extension shall be in writing.

E. Appearances

Whenever possible, grievance meetings shall be scheduled so as not to interfere with professional responsibilities of individuals involved. If it is necessary to meet with the employer during working hours, the grievant, one union representative who is a member of the bargaining unit, and necessary witnesses may attend without loss of time or compensation for such meetings.

F. Information

Upon reasonable notice, the Board shall make available to AFSCME any relevant information as provided by applicable law.

G. Remand

In the event that new information is introduced or new arguments presented at Level Two, the matter may be remanded to Level One for further consideration.

Section 3. Mediation Panel

There shall be a bipartite mediation panel which shall consist of two members selected for the Board and two members selected for AFSCME. The panel shall be selected from two lists established in advance by the parties. Within sixty (60) days of the signing of this Agreement and whenever necessary thereafter, representatives of the parties shall meet to designate the individuals to be placed on said lists. The parties may by mutual agreement submit a grievance which has not been resolved at Level Two to the panel which shall hear the positions of the respective parties and endeavor to affect an amicable resolution. In the event that resolution is not possible, the sole authority of the panel shall be to make a confidential report and recommendation to the President of the Connecticut State Colleges and Universities with a copy to the Union. The President of the Connecticut State Colleges and Universities shall within fourteen (14) calendar days after receipt of the report of the mediation panel render his/her decision and reasons therefore to the grievant with a copy to the Congress.

Section 4. Arbitration

A. Notice

If the grievance is not resolved satisfactorily to the grievant at Level Two of the grievance procedure set forth in Section 2 of this Article, or in the mediation process, AFSCME may proceed to arbitration by filing a written notice by certified mail with the President of the Connecticut State Colleges and Universities. Such notice must be postmarked within thirty (30) calendar days after receipt by the grievant of the Level Two or mediation decision or within thirty (30) calendar days of the expiration of the time for said answer, whichever is later.

B. Selection

The parties shall attempt to select an arbitrator by mutual agreement. In the event that the parties do not agree upon an arbitrator within thirty (30) days of the notice provided for in paragraph A above, the grievance may be submitted to the American Arbitration Association, and the arbitrator shall be selected from a panel provided by the AAA pursuant to their rules and procedures. The arbitration shall be conducted under said rules and procedures. The foregoing shall not prevent the parties from otherwise agreeing to submit a matter to an arbitrator or arbitration panel other than pursuant to the AAA's rules and procedures.

C. Arbitrator's Authority

1. The arbitrator shall not have any power, right or authority to add to, subtract from, modify, change, or alter any of the terms or provisions or the express intent of this Agreement.
2. The arbitrator shall be without power, right or authority to make a decision in the following areas beyond a determination as to whether the provisions set forth in this Agreement as to these areas were violated. Beyond making such a determination, the arbitrator shall not substitute his/her judgment for that of the Board or its representatives:
 - a) any incident which occurred or failed to occur prior to the effective date of this Agreement, provided that grievances filed which antedate this Agreement shall not be deemed to be waived by reason of the execution of this Agreement;
 - b) the failure or refusal by the Board to renew the contract of or reappoint a member of the bargaining unit on a standard appointment;
 - c) disputes over alleged unlawful discrimination as set forth in Section 2 of Article II of this Agreement, except as provided in Section 4 of that Article;
 - d) changes in job descriptions or assigned duties or classifications and pay grades for newly created positions;
 - e) the granting of a promotion;
 - f) the granting of a tenure appointment;
 - g) the granting of sabbatical leave;
 - h) the granting of leaves for professional development;
 - i) the substance of an evaluation;
 - j) termination or reassignment for special reasons in accordance with Article XIII.

In the event that the arbitrator determines that the contractual provisions in these areas have been violated as alleged, his/her award shall direct that appropriate action be taken, which may include a reassessment of the original decision, but in no event shall such award have the result or effect of granting a promotion, tenure appointment, sabbatical leave, or leave for professional development.

3. If notice that further employment will not be offered is inadequate solely upon the basis that it was not given on time as provided in this Agreement, the arbitrator may direct the Board to renew the appointment only upon a finding that no other remedy is adequate or that notice was given so late that the professional staff member was deprived of a reasonable opportunity to seek other employment, provided that such award or reappointment shall be for no more than one (1) appointment period and without right to further employment.
4. An arbitrator's decision that may award employment that extends beyond the sixth year of employment shall not entitle the professional staff member to a tenure appointment. In such cases, the professional staff member shall serve during the seventh year as if such service had been performed during the sixth year of employment.
5. Those inherent management rights not restricted by a specific provision of this Agreement are not directly or indirectly subject to the grievance and arbitration procedure.

D. Hearing

The arbitration hearing shall be held in the City of Hartford, unless otherwise agreed to by the parties. The arbitrator's decision shall issue within thirty (30) calendar days of the close of the hearing or the submission of briefs, whichever is later, unless additional time is agreed to by the parties. The decision shall be in writing and shall set forth findings of fact, reasoning, and conclusions on the issues submitted.

E. Arbitrability

- a. In the event that the Board challenges the substantive arbitrability of a grievance in a proceeding prior to arbitration, the guidelines articulated in the Steelworkers Trilogy shall be applied.
- b. The submission of questions of substantive arbitrability to the arbitrator in the first instance shall not constitute a waiver of the right to a fresh review without being bound by the arbitrator's decision over such questions, provided that this shall neither enlarge nor diminish the standard for review of questions of substantive arbitrability. The parties have not agreed as to whether the Trilogy is dispositive of post-arbitration decisions reviewing questions of substantive arbitrability.

F. Decision and Review

The decision of the arbitrator shall be final and binding upon the Board, the Union, and the grievant in accordance with the statutes of Connecticut. The parties intend those arbitral decisions (other than questions of substantive arbitrability addressed in the foregoing paragraph) shall be reviewable in accordance with the standards established in Enterprise Wheel.

G. Costs

All fees and expenses of the arbitrator shall be divided equally between the parties. Each party shall bear the cost of preparing and presenting its own case. Any party desiring a transcript of the proceedings shall bear the cost.

H. Individual Rights

It is understood that the procedure provided by this Article is not intended to address claims not within the scope of this procedure.

ARTICLE VIII MAINTENANCE OF RECORDS

Section 1. College Files

Each college in the Connecticut Community College System shall maintain three official files for each member of its professional staff: (1) a personnel file, (2) a professional file, and (3) an application file.

A. Personnel File

The personnel file shall include the following: (1) record of salary, increments, and change of status; (2) record of leaves of absence, vacations, and personal leave days; (3) sickness reports; (4) records of payments for insurance, retirement benefits, etc.; (5) record of accrued longevity; and (6) general fiscal data. These records shall be accessible on a reasonable basis to the professional staff member concerned.

B. Professional File

Subject to the provisions specified hereinafter, the CEO/President of the college shall be responsible for the confidentiality, control, and content of the professional file. The foregoing shall not be interpreted to override applicable law with regard to disclosure. The file may include only the following: (1) information relating to the professional staff member's academic and professional accomplishments; (2) records generated by the college; (3) reports of the evaluation of the professional staff member's performance; (4) memoranda of discussions between the professional staff member and supervisory and managerial personnel, including but not limited to department chairpersons, division heads, deans, or CEO/Presidents, relating to the professional staff member's employment relationship to the Board; and (5) signed, written statements relating to the quality of service of the professional staff member.

Where no released time is provided, a bargaining unit member may include in the professional file a statement of the extent of activities as campus grievance representative or as a participant in joint activities of the Board of Regents and AFSCME.

The professional staff member may attach written comments. To this end, professional staff members are encouraged to review their files on a regular basis with the right to have any and all documents reproduced at cost to the professional staff member. Such files shall be placed in a location other than the private office of the CEO/President. No item shall be included unless a copy has been provided to the professional staff member together with a notice that a copy will go into the file. Each document placed in the file shall be numbered seriatim in chronological order.

The Union may have access to a unit member's professional file upon written authorization of the unit member. Any such authorization shall not be valid for a period in excess of twenty working days.

C. Application File

The application file, which shall be in the control of the CEO/President, shall contain all materials requested by the college or supplied by the professional staff member in connection with original employment; including confidential material solicited in regard to the employment application. Such confidential material shall be accessible to the individual professional staff member unless such professional staff member agreed to its confidentiality as to himself/herself prior to its solicitation. The material may be made available to the Board of Regents and appropriate System Office and college personnel and committees for the purpose of initial selection. Confidential material may not be utilized in any subsequent decision affecting the individual's employment, except as the initial appointment may come into question.

Section 2. System Office Files

A. General File

Files for all professional staff are maintained in the System Office. These files may contain materials submitted to the Board in support of appointment recommendations by the CEO/President. The files may also contain duplicates of all materials submitted in conjunction with Board actions, such as promotions, and duplicates of all appointment and reappointment notices. In addition, all correspondence between the System Office and the individuals may be part of these files. The file shall be accessible on a reasonable basis to the professional staff member concerned, who may attach written comments.

B. Grievance File

In any action taken or recommended by a CEO/President in which an appeal is made by a professional staff member to the Board, a separate file relative thereto may be maintained. This file shall be accessible on a reasonable basis to the professional staff member concerned.

Section 3. Limitations

A. Contents

No material from any source other than the files referred to in Section 1 above shall be used as the basis for any disciplinary action. Written notes or records regarding matters which are to be used as a basis for discipline shall be merged into the professional file by incorporation into an evaluation or by written communication to the professional staff member concerning the problem, provided that prior to discipline any such evaluation or communication shall be provided to the professional staff member for a period of time sufficient to provide reasonable notice of the proscribed conduct. Nothing herein shall prevent the employer from deviating from this provision when the nature of the offense requires or when the professional staff member could reasonably be expected to know of the inappropriate nature of the conduct. Materials withdrawn by agreement from an individual's professional file may not be asserted as the basis for any disciplinary action but may be considered with regard to the extent of disciplinary action and relevance, if any, to defenses to disciplinary action.

B. Limitations

An employee may contest the accuracy, completeness, or relevancy of any facts stated in said documents within thirty (30) calendar days after the date on which notice of inclusion was

transmitted to the professional staff member. The employee may file a grievance within thirty (30) calendar days after the date on which notice of inclusion was transmitted to the professional staff member. No grievance may be filed which directly or indirectly contests a judgment stated or reflected in such documents. Grievances arising hereunder may only contest the accuracy, completeness, or relevancy of facts contained in the documents. Only questions of accuracy or relevancy may be brought to arbitration under Article VII. In any such arbitration, the burden shall be on the employee to establish that the matter complained of constitutes a fact and that said matter, once established to be a fact, is inaccurate. In lieu of or in addition to filing a grievance hereunder, an employee may attach to any such document a statement indicating the employee's belief that facts stated in said documents are inaccurate, incomplete, or irrelevant and/or setting forth the facts as understood by the employee.

C. Written Reprimand

A written reprimand or warning shall carry the date, if any, of planned removal from the professional file. Evaluations and signed statements of an evaluative nature shall not be construed as written reprimands or warnings. It shall be the employee's obligation to request such removal after the reprimand's expiration date, if any, has passed.

D. Expiration/Destruction of Documents

An employee may request destruction of any document in his/her professional file which is more than seven (7) years old except for documents which comprise part of the evaluation process set forth in Article XI, hereof, or any documents reflective of a pattern of employee conduct which continued into the seven (7) year period, and which was subsequently addressed, in writing, by another document contained in the professional file. Pursuant to such a request, the employer will make a good faith request of the Public Records Administrator for such destruction.

The parties recognize that this provision does not negate the employer's existing right to remove and destroy documents in accordance with applicable law.

E. Burden

The provisions of this Section shall not affect the employer's burden under Article XVI.

ARTICLE IX APPOINTMENT AND REAPPOINTMENT

Section 1. Types of Appointments

All members of the bargaining unit hold one of the types of appointments described in this Section. No appointment shall be made or modified except in accordance with the Agreement.

A standard appointment is an appointment which creates an interest in employment at a college for a specified term of one (1) year or less.

A tenured appointment, which also may be called continuing appointment, is an appointment which creates an interest in employment at a college without limit of time, subject to retirement, dismissal, and termination for special reasons and subject to evaluation for consideration for continuation in accordance with Article XI, provided that a dismissal based on said evaluation shall be subject to Article XVI. A tenured appointment normally will not be offered to a member of the bargaining unit until

he/she will have, by September 1 of the year such appointment is to be effective, completed six (6) years of full-time employment by the Board at the same college, at least three (3) years of which must be in the current job function.

Service as an educational assistant shall not count toward the six-year requirement, unless the President of the Connecticut State Colleges and Universities determines that all or a portion of such service should count.

A special appointment is an appointment to the position of lecturer or educational assistant which creates an interest in employment for a specified term of one (1) year or less at a college. Such an appointment does not require notice of non-reappointment and is not subject to Section 3 herein below. Completed service while on a special appointment may count toward tenure and/or promotion. An individual in the bargaining unit shall not be employed on a special appointment for more than three (3) years, provided that this limitation shall not apply to positions funded by external funds such as government or private grant or contract, except that the non-reappointment of said individual for reasons other than the loss or reduction of said funding shall be governed by the appropriate provisions of this Article. See side letter Re: Grants and Contracts. Employees serving on the third or subsequent special appointment, each lasting an academic year or calendar year (two consecutive semesters) shall be given 90 days' notice of non-renewal. For each of the first three special appointments, the decision of the employer not to renew shall be final.

- a. In cases of non-appointment of the 4th consecutive special appointment, the employee may request the reasons in writing. The reasons shall not be arbitrary or capricious. The provision is subject to the grievance and arbitration procedures.
- b. The Board may grant special appointments for a period of six (6) years. Any employee who has successfully completed six (6) consecutive special appointments shall transition to a standard, tenure-track appointment.

Non-reappointment for reasons other than special reasons of a full-time employee on special appointment who was hired prior to January 1, 1975, shall be subject to the provisions of Section 3 of this Article as if such individual had been on a standard appointment; this provision shall not constitute a precedent for individuals hired on special appointments after January 1, 1975.
(See side letter RE: Grants and Contracts.)

Section 2. Authority to Appoint and Reappoint

Except as expressly provided for by Board policy, the authority to offer appointments and reappointments rests with the Board of Regents and no agent of the Board may expressly or by implication offer appointment or reappointment.

Section 3. Non-reappointment of Standard Appointments

Notice of intent not to renew a standard appointment shall be afforded by the employer, in writing, three (3) months prior to the termination of the appointment for the first standard appointment, six (6) months prior to the termination of the appointment for the second standard appointment and, in the case of each subsequent standard appointment, the effective date of termination shall be at least twelve (12) months from the date of notification. Any extension of appointment to meet the notice requirements of this section shall not constitute a new appointment and the termination of the extension shall not be otherwise reviewable. In the case of the non-reappointment of the third or subsequent standard appointment, the bargaining unit member shall be notified in writing of his/her

right to union representation.

For each of the first three standard appointments, the decision of the employer not to renew an appointment shall be final. An initial standard appointment made on or before December 1 of any appointment period shall constitute the first standard appointment. This provision shall not be deemed to affect appointments made prior to the effective date of this Agreement.

In the case of non-reappointment of the third or subsequent standard appointment, the employee may request a written statement of the factors considered. The decision of the employer not to renew the third or subsequent standard appointment shall not be arbitrary capricious, or unreasonable, provided, however, that the decision of the employer not to renew the third standard appointment shall not be subject to the arbitration procedure of this Agreement.

Section 4. Tenure

A. Purpose

Tenure is a means for providing job security consistent with the mission of the Community Colleges and of assuring a high level of service to the college by those holding such tenure. The employer agrees that the appointment of a member of the bargaining unit who has been granted tenure pursuant to the terms of this Agreement or who had acquired tenure under the Board's personnel policies may be terminated only in accordance with the procedures set forth in this Agreement. The professional staff member has a correlative responsibility to the employer to maintain an acceptable level of proficiency in service to the college.

Tenure is granted by the CEO/President and relates only to the college and not the System, except as provided in Article IX, Section 4(B)(4). Tenure recognizes professional growth and improvement in service to the college, the usefulness of the individual's services to the college, affirmative evidence of an acceptable level of proficiency of service, and the potential for service and professional growth. The decision of the CEO/President with respect to tenure shall be final.

B. Procedure

The following procedures shall govern the consideration of bargaining unit members for tenured appointments. The CEO/President or his/her designee is responsible for ensuring that the procedures are followed. AFSCME members may apply for Tenure directly to the College CEO/President.

By April 15th, the CEO/President shall decide the award of tenure. If the CEO's/President's decision does not support Tenure, the CEO/President shall notify the employee involved and the Union President, in writing, and shall provide said employee in writing, with the reason(s) for such action. Tenure, once granted, is continuous. Should tenure be denied, the employee affected shall be so advised in writing and shall have the option to appear before the Board or a Committee thereof, with representation, to appeal the CEO's/President's decision. The decision of the Board on the appeal shall be final.

Tenure, once granted, is continuous. Tenure is also portable for involuntary transfers. If transfer is voluntary, tenure shall be included in the decision to hire within a similar position.

ARTICLE X - WORKING CONDITIONS AND WORKLOAD

Section 1. Duties of Nonteaching Professional Staff

All Nonteaching Professional Staff shall:

- a. within the workload limitations of Section 2 of this Article, perform such other duties as the CEO/President may assign, provided that such duties shall be consistent with the mission of the college;
- b. serve on college and division/department committees, if chosen;
- c. respond to and work with multiple constituencies, including students, peers (faculty and staff), and external agencies (business, community, educational, etc.);
- d. possess strong information literacy skills, including the ability to word process and to use spreadsheets, presentation ware, e-mail, compressed video, the Internet, the World Wide Web, web-based learning platforms and other distance communication modalities; distance learning modalities; demonstrate the ability to evaluate, synthesize, and make decisions from data;
- e. attend and participate in commencement ceremonies, unless excused by the CEO/President, wearing academic garb when required (see side letter re: Commencement);
- f. attend and participate in college convocations, conferences, and meetings, and divisional/departmental meetings during the work year;
- g. maintain contact with one's academic discipline(s) or areas of assigned responsibility, the development of knowledge in one's field of specialization, and the teaching/learning process;
- h. serve on system-wide committees.

The responsibilities of non-teaching professional staff shall be assigned in accordance with the system-wide job description approved by the President of the Connecticut State Colleges and Universities or developed by the CEO/President to meet the needs of the local campus subject to the approval of the President of the Connecticut Colleges and Universities.

A bargaining unit member may request a copy of his/her job description and the employer will provide a copy.

The Board may consult appropriate professional groups with regard to any contemplated change in a system-wide job description. When such a change is under consideration, the Board shall notify and consult the Union and provide sixty (60) days within which the union may respond.

Section 2. Workload, Hours of Work, and Work Year of Nonteaching Professional Staff

A. Workload

The required work week is 35 hours of assigned responsibilities which may include evening or weekend work. Unless otherwise agreed to by the individual concerned, all members of the non-teaching professional staff must have two consecutive days off each week including either Saturday or Sunday. The 35 hours shall be scheduled over a five-day work week, provided that the individual and the CEO/President or his designee may, by mutual agreement, schedule a four-day work week and provided that a sixth day may be required in exceptional circumstances or by agreement with the employee. There shall be no obligation for mutual agreement if a four-day schedule is changed by the employer. The parties recognize that fulfillment of professional responsibilities may necessitate service to the college in excess of 35 hours per week. The CEO/President or his designee shall consult with professional staff members prior to the establishment of work schedules. When possible, and

consistent with the interests of the college, a professional staff member may be granted scheduling privileges as to days and hours, including a nonstandard schedule, by the CEO/President. Such arrangements may occur only with the written approval of the CEO/President whose decision shall be final.

Professional staff members who are granted scheduling privileges to attend, during their regularly scheduled hours, a credit or non-credit course for retraining or to enhance knowledge or skills related to their responsibilities will either be scheduled for make-up hours or otherwise fulfill their professional responsibilities in a manner approved by the CEO/President or his/her designee whose decision shall be final.

B. Service on Committees

All non-teaching Professional Staff/Faculty shall be granted time to serve on system-wide, college and division/department committees, if elected/appointed.

C. Work Year

The work year for twelve-month nonteaching professional staff shall normally begin on July 1 and conclude the following June 30.

The work year for ten-month professional staff shall begin on or after a date established by the employer. Ten-month staff then serve for a continuous period of ten months, unless the parties mutually agree otherwise, or, specifically, not less than 217 days.

This provision shall not prevent the employer from making appointments of shorter duration.

D. Informal Work Schedule Adjustments/Compensatory Time

In those cases, in which a professional staff member, in significant measure, works repeatedly more than 35 hours per week, informal work schedule adjustments will be accommodated. Compensatory time will be provided on a one-for-one basis in accordance with the following procedure:

- a. Compensatory time can be accrued only with the prior approval of the employer, except when emergencies or unanticipated conditions make it impractical to obtain such prior approval.
- b. There shall be a record of accrued compensatory time as it is approved and used. Such record of accumulated compensatory time shall be available to the employee and the union.
- c. Compensatory time shall be used within the calendar year earned or within three months of being earned, whichever comes later, at times mutually agreeable to the employee and supervisor. When using compensatory time, employees are expected to take into account the interests of the college and to accommodate to the scheduling requests of supervisors. In the event that time off is not allowed, the employee may request that compensatory time be taken at a later date. Such requests shall not be unreasonably denied.
- d. Upon terminating employment, an employee will be paid for accrued but unused compensatory time up to a total of 70 hours pursuant to the following limitations. Nothing in this provision modifies or supersedes the requirement that employees use compensatory time as set forth in paragraph 3 above. In the event that an employee ends employment without giving at least two weeks' notice, the employee shall not be paid for any unused compensatory time. In the event that the employee provides at least two weeks' notice, the employer may pay out the unused compensatory time by relieving the employee of the obligation to work through the notice

period.

Section 3. General Provisions

A. Outside Employment

Full-time employment by the Board shall be considered the basic employment of each professional staff member. Outside employment is work for which compensation is received and which is not within the normal duties and responsibilities assigned to a professional staff member as an employee of the Board. A professional staff member engaged in outside employment shall notify the CEO/President of the college of this activity in a general statement indicating the extent of such employment.

Outside employment shall be limited so as not to impair the performance of the professional staff member's professional responsibilities. Outside employment which requires the member's absence on a school day during that member's normally scheduled working hours when he should be available for professional responsibilities as provided in this Agreement is presumed to interfere with the performance of the duties and responsibilities of that member. Outside, including consulting or other self-employment, may not be asserted as a basis for academic or professional scheduling privileges.

B. Indemnity for Liability

The protection of bargaining unit members from liability afforded by the Connecticut General Statutes shall be continued. In deciding whether to provide counsel to an employee, the question of whether such employee was acting within the scope of his/her employment shall be sympathetically considered consistent with the purpose of the indemnification statutes.

C. Additional Employment

The Board may authorize additional payment for services performed by full-time professional staff members provided that the nature and scope of such services, particularly with regard to instructional services, lie outside the regular duties of the professional staff member and are so certified by the CEO/President of the college, and that they constitute no more than the estimated equivalent of teaching an additional class or one-fifth of a total load.

D. Professional Day

There shall be a professional day each year, scheduled on a Saturday between March 15 and April 15, for the purpose of discussing matters of educational concern to the Community College System, its staff, and students. The organization of the professional day shall be the responsibility of a Professional Day Committee of six members, of whom three shall be named by the Union and three by the Board. The Union and the Board shall each contribute \$500 for the expenses of the professional day, unspent monies to be refunded to each on an equal basis.

E. Summer Session Assignments

Priority for consideration for summer-session assignments for additional pay will be given to full-time ten-month professional staff members within each college for employment in their primary areas of competence up to a maximum of 80% of the anticipated course offerings. Each college shall establish a system of rotation for allocating available opportunities. The offer of employment is made only by written contract executed by the CEO/President. In selecting professional staff members for the summer session, the CEO/President may consider but is not limited to consideration of the requirements of the assignment and any special skills or experience of potential assignees. Nothing

herein shall preclude the CEO/President from offering summer session employment to non-bargaining unit members.

Summer session pay shall be according to the schedule for part-time lecturers, except that up to two courses per session, but no more than four per college per summer, may be taught at a lower rate by mutual agreement between the employee and the college.

F. Inclement Weather or Other Emergency Condition

When classes are cancelled or the college is closed due to inclement weather or other emergency conditions, all employees need not report to work, and staff shall suffer no loss of pay or charge to accrued time.

G. Changes in Assignment of Professional Staff

The terms of an appointment of a member of the professional staff assigned to a different Board classification (excluding promotion) or the reclassification of the member of the staff from a 10- to an 11- or 12-month appointment or from a 12- to an 11- or 10-month appointment shall be negotiated for a period not to exceed 30 days with the individual concerned, who may be represented by the Union. A change from a 12- to an 11- or 10-month appointment shall result in a 1/12 reduction of the original base salary for the first appointment year following said change and for 10-month appointments an additional 1/12 reduction of original base salary for the second appointment year. The terms of appointment shall be in writing. The decision to reclassify shall not be subject to arbitration except on the basis that the decision was arbitrary and capricious.

H. Notice of Retirement or Resignation

It is recognized by the parties that a professional staff member should give notice of retirement or resignation in advance whenever possible in order to allow for the normal recruitment and hiring process, preferably not less than 90 days.

I. Part-time Employment at Another Community College

Whenever a full-time member of the professional staff is employed to teach part-time at any Community College in the System, the rate of compensation for said teaching shall be calculated upon the basis of the total number of courses previously taught by that individual in any and all colleges in the Community College System.

J. Health and Safety

The employer shall maintain safe and healthy working conditions in accordance with applicable law. Unit members shall not be required to work under unsafe conditions, provided that such conditions have been brought to the attention of the CEO/President of the college or his/her designee, in writing, by the unit member and the college has failed to exercise reasonable efforts to redress the complaint; however, a unit member must follow the rule, work now, grieve later, unless there is imminent danger to the employee's physical well-being.

In any grievance regarding this Section, the award of an arbitrator in matters relating to physical facilities, staffing and the hiring of additional staff shall be advisory only and not binding on the Board. This limitation shall not prevent the Board of Regents from seeking legislative funding pursuant to the advisory opinion.

The Board shall comply with the provisions of the Connecticut Occupational Safety and Health Act.

Such compliance shall not be subject to arbitration.

K. Interim Pay

Employees acting in an interim capacity in a higher position shall be compensated for the higher grade effective with the commencement of the work in the higher position.

L. Emeritus Status

The parties agree to incorporate the present BOR policy as it pertains to the CSU universities within the Connecticut State University system into the parties' respective CBAs.

Emeritus status maybe awarded to a professional staff member by the Board of Regents upon recommendation of the CEO/President or President of the Connecticut State Colleges and Universities, as appropriate. Persons eligible for emeritus status must have retired from state service with at least fifteen years of service to the college/system. A CEO/President or the President of the Connecticut State Colleges and Universities may, however, request that the Board waive these minimum requirements in exceptional circumstances.

The following are the privileges and benefits of emeritus status:

- a. formal announcement to professional staff and public;
- b. separate listing in the college catalog;
- c. placement on a select mailing list, including invitations to college functions and receipt of college publications;
- d. invitation to participate in commencement exercises;
- e. use of the library on the same basis as the active professional staff;
- f. access to college email; and
- g. course privileges for Emeritus members and their dependents. As appropriate, individuals granted emeritus status may also be afforded the benefits of staff parking and notification and attendance at staff meetings with the right to participate but not vote.

Section 4. Telecommuting

The CEO/President or his/her designee may authorize an individual to perform work from a remote site. Telecommuting is by mutual agreement only.

The employee must have adequate internet at the employee's expense at the proposed telecommuting site.

The employee must have a job function acceptable for telecommuting, i.e., one that can be performed at a remote site without diminishing the quality of the work, the availability of services, or disrupting the productivity of an office.

A. Approval

A request for a telecommuting agreement must first be completed by the member and is forwarded to his/her immediate manager for discussion and approval. If approved by the immediate supervisor, the request for approval will be sent to the Vice President, Associate Vice President or CIO responsible for the member's functional area. If approved at that level, the request shall then be sent to the CEO/President or his/her designee, generally the chief human resources officer for final approval. An employee for whom an agreement has been approved shall not provide day care services while

telecommuting.

B. Occasional Remote Work

The parties recognize that situations arise that necessitate response by members who are off site or during off hours but do not require the member to return to the worksite to respond. In the event that a member responds to such a situation, the member should respond appropriately according to college procedures and act first to protect the health and safety of students. As soon as practicable, the member should notify the immediate supervisor of the work done from the remote location and the number of hours worked, providing incident reports, e-mails or other documentation of the hours claimed. The hours may then be documented on the member's timesheet as time worked. The parties recognize that if a member as a part of their job responsibilities is required to work remotely that they may document said hours on their timesheet. Nothing herein is intended to relieve an employee from the duty to immediately notify the first supervisor outside of the bargaining unit of the existence of situations referenced herein.

C. Grievance and Arbitration

The operational needs of the System take precedence over telecommuting agreements. A telecommuting employee must forego telecommuting if needed in the office on a regularly scheduled telecommuting day, but the individual should be given as much notice as is reasonably possible. A supervisor may allow for flexibility in scheduling the specific days of the week used for telecommuting and allow week-to-week flexibility to meet changing needs. Requests shall not be unreasonably denied.

The provisions of this section shall not be subject to the grievance and arbitration procedure.

ARTICLE XI EVALUATION

Section 1. Criterion

The criterion for the evaluation of professional staff members shall be the quality of the performance of professional responsibilities as provided in Article X of this Agreement.

Section 2. Periodic Evaluation

There shall be periodic evaluation by the employer of all members of the bargaining unit as follows:

- a. in each of their first two appointment periods;
- b. once in every three years thereafter for those on standard appointments;
- c. once in every five years thereafter for those holding tenured appointments.

The list of professional staff members to be evaluated in accordance with this schedule in an academic year shall be published at each college by October 1.

This provision notwithstanding, the Board or its representative may initiate more frequent evaluation as appropriate. A professional staff member may also request more frequent evaluation, which request shall not unreasonably be denied.

The professional staff member shall be notified in advance of the period (not to exceed two weeks)

during which a classroom visitation for the purpose of evaluation is to occur.

Section 3. Optional Peer Evaluation

A professional staff member may request a peer evaluation, provided however, that the request must be made prior to the occurrence of any other scheduled evaluation. Selection of the peer shall be by mutual agreement between the CEO/President or his designee and the person to be evaluated.

The peer evaluation shall be forwarded to the next management level by the evaluator independently of the evaluation pursuant to Section 2 above.

Section 4. Staff Improvement

Management or a professional staff member may, at any time, arrange for an evaluation by a mutually acceptable peer(s) or by other mutually acceptable method of systematic rating for the sole purpose of self-improvement. Such evaluation shall have no other standing and the report shall not be placed in any official personnel record of the professional staff member.

Section 5. Opportunity to Discuss Evaluation

In the case of every evaluation of a professional staff member, there shall be provided the opportunity to meet and discuss the evaluation with the evaluator, prior to its submission elsewhere.

Section 6. Evaluation Forms

There shall be standard evaluation forms.

ARTICLE XII PROMOTION

Section 1. Definition

Promotion recognizes quality of performance by means of an increase in compensation, as provided herein. Within the current delegation of authority, all promotion-eligible candidates shall be promoted if the CEO/President determines that they meet the standards for promotion in this Agreement. There shall be no production of promotion lists at individual campuses. Calculations for promotions will be done consistent with the SPP Stipulated Agreement regarding Faculty Promotion Calculations and Miscellaneous Rates of Pay.

Section 2. Standard for Promotion

The standard for promotion shall be the individual's quality of performance of professional responsibilities as provided in Article X, Section 1 of this Agreement and the individual's job description. Consideration shall be given to all evaluative material in the applicant's file generated since the applicant's previous promotion or original appointment to the college, whichever is more recent.

Section 3. Eligibility

Members are eligible to apply for promotion when they believe they've met the standards for promotion. Prior service on full-time special appointments, which the employer determines is similar, shall be credited.

Eligibility for promotion of an administrator, counselor or librarian whose position has been reclassified pursuant to the Side Letter RE: Grade Placement shall be determined without regard to the effective date of said reclassification.

(See Side Letter RE: Grade Placement.)

Fulfillment of the minimum formal requirements for promotion to a higher rank or grade, as established by the employer (attached hereto as Schedule B for informational purposes only) or who have an appropriate equivalency in accordance with Board policy, provided that the determination of appropriateness shall be subject to the grievance process only), shall determine eligibility for promotion, but shall not guarantee a right to promotion which shall remain within the sole discretion of the CEO/President.

Section 4. Salary

Upon promotion, a unit member's annual salary shall be increased by an amount as provided in the *Stipulated Agreement* entered by the parties on March 20, 2015.²

Section 5. Procedures for Promotion

The following procedures shall govern consideration for promotion at the college level. The CEO/President or his designee is responsible for ensuring that the procedures are followed.

1. It is the responsibility of the employee to submit to the CEO/President of the college an application for promotion, with supporting documentation, on a form which the CEO/President will make available. Candidates are requested to submit a notice of intent to apply for promotion by the last day of the fall semester. The application for promotion is due on the 1st day of the spring semester. The CEO/President can approve extensions if necessary.
2. A Promotion Committee as described below shall, by March 1, consider each applicant for promotion and shall:
 - a. Make a recommendation for or against promotion (the committee shall not rank applicants);
 - b. Inform each applicant, in writing, of the recommendation made;
 - c. Produce a written recommendation with supporting rationale for each person recommended for promotion in a format to be chosen by the committee. These written recommendations shall be included in the applicant's promotion application file, but comments contained therein shall not be used in any grievance procedure.

At each college there shall be one Promotion Committee comprised of four (4) bargaining unit members appointed by their respective union and two (2) members of the Administration appointed by the

CEO/President or his/her designee of the respective college in which the promotion is being considered. The Board shall consult with the Unions with respect to the written instructions which it gives to promotion committees. (See Side Letter Re: Consultation.) The Promotion Committee shall keep a written record of the dates of all meetings, attendance at meetings, and materials considered and shall review the Board guidelines for their work. These records and materials shall be in the custody of the CEO/President or his designee. The committee shall not disclose its records or recommendations except as provided herein.

The promotion application and all evaluative material in the applicant's file generated since her/his previous promotion or original appointment to the college, whichever is more recent, referred to herein as the promotion application file, shall be forwarded to the Promotion Committee by the CEO/President. In making its recommendation, the Promotion Committee shall be guided by the individual's quality of performance of professional responsibilities as provided in Article X of this Agreement, shall give consideration to the material in the individual's promotion application file, shall consider the best interest of the college and seek to establish an overall institutional perspective with respect to its recommendations.

The individual shall have the right to appeal an alleged violation of the foregoing procedural requirements by the Promotion Committee to the CEO/President provided that she/he does so in writing within ten (10) calendar days of the date of recommendation of the Promotion Committee. The CEO/President or his/her designee shall investigate any such allegation and the CEO/President shall, if he/she finds a procedural violation prejudicial to the individual, take remedial action or give weight to the violation in making his/her decision. This provision shall be the exclusive remedy for an alleged violation of the contractual procedures by the Promotion Committee, and any such allegation shall not be subject to Article VII unless the CEO/President has failed to take remedial action or give weight to the violation. The CEO/President shall forward her/his decision respecting promotions and a copy of the recommendations of the Promotion Committee to the Board by April 15. The CEO/President shall inform the person concerned, in writing, of her/his decision. When the CEO/President determines that a candidate has failed to meet the standards for promotion, she/he will provide specific written suggestions for areas of improvement.

For the AFSCME bargaining unit, AFSCME members shall apply per Article XII, Section 5(1). AFSCME members may apply directly to the College CEO/President for Promotion.

Section 6. Funding

It is anticipated that the cost of promotions shall be paid out of funds provided for such purpose in the collective bargaining agreement. Should such funds prove insufficient, the parties shall bargain over the appropriate response; however, such bargaining shall not result in additional costs to the collective bargaining agreement. The promotion process shall continue unaffected; however, no promotion shall be made until the funding issue is resolved.

Section 7. Merit Recognition

Nothing in this Article shall prevent the Board from providing merit recognition to unit members in the form of lump sum payments. (See side letter Re: Merit Pay)

ARTICLE XIII - TERMINATION OR REASSIGNMENT FOR SPECIAL REASONS REDUCTION IN FORCE

The Board shall retain the right to reduce its workforce. A reduction in force does not include a termination of employment for disciplinary reasons.

Section 1. No Loss of Employment

There shall be no loss of employment within the CSCU system for full-time employees on tenured appointment as a result of any consolidation or restructuring of the community colleges or its system.

The foregoing does not prevent the BOR from restructuring and eliminating positions of “full time,”³ employees provided that affected employees shall be reassigned or transferred to an existing comparable job in the system for which the employee possesses the requisite qualifications and experience. In any case, salary and tenure status shall be preserved. An employee who refuses an offered position will not be considered a layoff for purposes of this Agreement.

- a) An employee who is not offered a comparable position shall be given the right of refusal prior to posting externally for any vacancy within Connecticut State Colleges and Universities, provided they are qualified for the position.
- b) An employee who does not accept an offered comparable position within the rights established above in (a), shall be separated with no additional mandatory rights.

The employer shall make every effort to place any non-tenured “full-time” employee who would otherwise lose employment as a result of any consolidation or restructuring of the community colleges or its system into a comparable vacancy within the CSCU system during their contractual recall period. Acceptance of a position outside the CSCU system following the expiration of that period shall have no effect on the recall rights of such employees to CSCU positions consistent with existing CBA language.

Section 2. Methods of Reducing the Workforce

A. Attrition

Insofar as possible under the circumstances, the Board shall attempt to permit the process of attrition to effectuate the required reduction in staff.

B. Reassignment

When a reduction in staff is deemed necessary by the Employer Board every effort shall be made to reassign the affected employee to another academic position within the same or another department at the college where the reduction in staff occurs or at the same department or another department at another college, or to provide the employee with an assignment at two colleges which collectively comprise a full-time appointment in accordance with Article X, Section 6, Subsection M and Article XXI, Section 6, Subsection D provided, however (a) that no such reassignment shall be made unless such Bargaining unit member is qualified for the newly assigned work and (b) that such reassignment shall only be made to a position then vacant.

If the Board determines that a Bargaining unit member may, with limited retraining, qualify for reassignment to an academic position then vacant, such Bargaining unit member may be granted up

³ Full time is defined for purposes of this section as a member of the principal bargaining unit.

to one year's leave of absence without pay in order to obtain the training that will qualify him/her for reassignment. The vacant position will be filled by special appointment for up to one (1) year, pending the Bargaining unit member's completion of required training during the specified time allotted.

C. Layoffs

When attrition and reassignment are insufficient or inapplicable methods of effectuating the required reduction in staff, bargaining unit members shall be laid off in accordance with the following:

1. The Board may lay off on a system-wide basis or may limit the layoff to a specific department or technology. For the purposes of this Article, the library and counseling office at each college shall be considered a department.
2. In accordance with Section 1 above, the order of layoff of bargaining unit members shall be as follows:
 - a. Part-time employees on special appointment
 - b. Full-time employees on special appointment
 - c. Part-time employees on terminal appointment
 - d. Full-time employees on terminal appointment
 - e. Part-time employees on regular appointment
 - f. Full-time employees on regular appointment
 - g. Employees on tenured appointment

Layoffs in each category listed above in this section shall be based upon both the academic needs of the System and seniority.

1. Non-bargaining unit employees in teaching and non-teaching administrative positions shall be laid off before bargaining unit employees except the employer may retain non-bargaining unit employees with special qualifications which cannot be readily replicated by bargaining unit employees.
 - a. A bargaining unit member who feels that he/she is qualified to teach and/or perform the job duties of positions in a different department within the System shall submit to the Board a completed candidate summary form as provided by the Board. This candidate summary form shall be filed by a tenured bargaining unit member within ninety (90) days of a grant of tenure. An updated candidate summary form shall be filed when the tenured bargaining unit member's status changes; the window period for such filing shall be September 1 through November 30 of each academic year.
 - b. The Board shall inform the candidate of its decision regarding the candidate's qualification to teach and/or perform the job duties of a position in a different department within a reasonable period of time after the filing of the form, said time generally to be within sixty (60) days after the filing of a form upon a grant of tenure or sixty (60) days after the close of the annual window period.
2. Seniority shall be defined as current, continuous service measuring from the Employee's most recent date of appointment or most recent date of hire to a bargaining unit position. Part-time bargaining unit employees shall accrue seniority without regard to the number of hours worked. Within sixty (60) days after the effective date of this Agreement, the Employer shall provide the Union with a seniority list of bargaining unit employees.
3. Notice of Layoffs. The Employer shall give at least twelve (12) months' notice of layoff.
4. Recall. Employees who have been laid off shall be eligible for recall for a period of two years to a position at any college in the same department from which they were laid off or in a department in which they previously served. The order of recall shall be the most senior qualified employee for the available position. Employees shall receive notice of recall opportunities by registered

letter at their last known address. A recalled employee must respond by registered letter within fifteen (15) calendar days. After the passage of fifteen (15) calendar days, recall rights shall be lost for that position and the next senior qualified employee for the available position shall be recalled. For two years after a layoff, the President of the Union shall be notified of any bargaining unit positions to be filled in the System.

5. Scope of Grievance Arbitration. The determination of whether to reduce the workforce, the scope of such reduction of the workforce, the determination of what part of the workforce to reduce and the determination of qualifications for reassignment shall not be grievable or arbitrable.
6. Expedited Grievance-Arbitration. Grievances involving or affecting a reduction in force shall be expedited as follows:
 - a. Filed with the President of the Connecticut State Colleges and Universities within seven (7) calendar days, with or without a meeting;
 - b. Written response within seven (7) calendar days, with or without a meeting;
 - c. Arbitrator to be selected who can hear the case within twenty (20) days;
 - d. Decision to be rendered within five (5) calendar days after the close of the hearing.

Section 3. Effect on Tenure

When a member of the bargaining unit who is on a tenured appointment is reassigned to another college under the provision of this Article, the individual shall retain his/her tenure. In the case of a reassignment of a non-tenured individual, the service requirement for eligibility for tenure consideration shall be no less than three (3) years.

Section 4. Placement or Recall

- A. The employer shall make a reasonable effort to place an individual who is terminated for special reasons in another suitable position opening within the Community College System. This obligation shall not create a claim or right to any position opening and shall end thirty (30) days following termination of the affected employee. The obligation of the employer shall be satisfied by compliance with the following procedure:
 1. Upon written request of the affected employee, the Board shall provide copies of all position notices for which external searches are ongoing and all position notices for external searches which commence during the obligation period specified herein. This obligation relates to bargaining unit positions for which a standard appointment is contemplated.
 2. The affected employee may apply for any position opening. The employee will be considered on the same basis as any other applicant, except that the CEO's/President's recommendation shall consider that the affected employee should be selected if the qualifications of the affected employee and top candidate(s) are relatively equal. The CEO/President shall notify the affected employee of his/her decision. Within five (5) calendar days of such notice, the affected employee may file a notice with the President of the Connecticut State Colleges and Universities by certified letter requesting review of the CEO's/President's recommendation. The decision of the President of the Connecticut State Colleges and Universities shall be final.
- B. When an appointment is terminated for special reasons, the released individual's position, shall not be filled within a period of two (2) years from the date of termination unless he/she has been offered reappointment and has declined it, or has failed to respond within thirty (30) calendar days of the offer. The obligation to offer reappointment shall be satisfied by mailing a certified

letter to the individual's last known address. The thirty-day period shall begin the date said offer is postmarked.

- C. The employer shall maintain a list of those individuals whose full-time employment was terminated for special reasons with a copy to the union. An individual's name shall remain on the list for a period of two years from the date of notice of termination. For that two-year period, the employer will notify the individual of full-time vacant positions for which he/she may be qualified to apply. If the individual applies for any such position,
- D. The employer shall give due consideration to the individual's prior service in the Community College System, provided however, that actual appointment to any such position remains within the discretion of the employer.
- E. A member who is recalled to employment to his/her position shall regain all rights and privileges he/she had at the time of the termination, including tenure, rank, and salary and shall not be considered as a new professional staff member for the purposes of fringe benefits provided under this Agreement, subject to any requirements of insurance carriers.

Section 5. Statement to Employee

Termination for special reasons shall not be considered a non-renewal of a standard appointment or a dismissal for cause. Notices in writing to this effect shall be provided to each individual affected and shall include a statement that the reason for termination is not dissatisfaction with the service rendered.

Section 6. Employer Decision

The decision of the employer as to the need for termination or reassignment for special reasons shall be final.

ARTICLE XIV - SEPARATION BECAUSE OF INCAPACITY

When a professional staff member has become physically or mentally incapable of or unfit for the efficient performance of duties of his/her position, the employer may separate the individual in good standing. Unless otherwise agreed, any medical determination hereunder shall be only by mutually agreed-upon medical authority.

Any such action shall be subject to the grievance and arbitration provisions of this Agreement.

Prior to or at the time of requesting a medical determination, the employer or its representative will provide the unit member with a statement of the problem and disclose to him/her any information to be considered, except as otherwise provided by law. The professional staff member shall be informed in writing of his/her right to Union representation. Either the employer or the unit member may request that the medical authority determine whether or not there might be a basis for such a medical determination.

ARTICLE XV - TRANSFER AND RESTRUCTURING

Section 1. Definition

Transfer is the appointment of a professional staff member to a Community College other than the one at which he/she is employed. Transfers may be initiated by the employer or by a professional staff member.

Section 2. Application for Transfer

In the event the transfer is initiated by the professional staff member, application for transfer shall be made directly to the CEO/President of the college to which transfer is desired. Applicants shall inform the CEO/President of the college from which transfer is desired of any such application at the time the application is made. Candidates for transfer are subject to the same selection procedures as any other applicant for an available position.

Section 3. Tenure

In the event of an involuntary transfer to one college to another, the employee shall retain his/her tenure. If a transfer is voluntary, tenure will not normally be made with tenure. However, on a case-by-case basis, at the discretion of the CEO/President of the receiving college, tenure may be preserved. The CEO's/President's decision is final and shall not be subject to grievance or arbitration.

A tenured employee who accepts a transfer without tenure may apply for tenure when he/she will have, by September 1 of the year such appointment is to be effective, completed three (3) years of full-time employment in the same job function at the receiving college.

A non-tenured employee who accepts a transfer shall receive credit for up to three (3) years of full-time employment at the first college in the same job function.

Decisions concerning whether an employee's position upon transfer is in the same job function shall be made by the CEO/President of the receiving college or his/her designee.

Section 4. Restructuring

This Agreement is made on the basis of circumstances at the time of the Agreement. In the event of restructuring of higher education (which shall include campus closings or the mandated termination of major academic or student-service programs employing ten (10) or more members of the unit), the employer and the Union agree to negotiate to the extent required by law provided that notice of termination to the affected employee(s) in the case of termination of such programs may be given ninety (90) days following notice to the Union.

ARTICLE XVI - DISMISSAL AND DISCIPLINE

No professional staff member shall be dismissed or otherwise disciplined except for just cause and with full due process, as specified in this Agreement. Each individual for whom suspension without pay or dismissal is under consideration shall be notified of his/her right to union representation. A copy of said

notice shall be provided to the appropriate union office in a timely manner.

Section 1. Dismissal

- A. Dismissal is an action by the CEO/President which terminates the appointment of a professional staff member for cause. Dismissal for cause shall include, but not be limited to the following:
 - 1. Incompetent or inadequate performance of responsibilities of the position or repeated neglect of these responsibilities;
 - 2. Repeated noncompliance with reasonable regulations or reasonable directives of the Board, the CEO/President, or designated management employees;
 - 3. Conduct which impairs the effective performance of assigned responsibilities or impairs the rights of students or of other staff members;

The use of fraud, collusion, or misrepresentation of a fact material to obtaining employment with the college and/or status therein.

- B. The appointment of a professional staff member may be terminated according to the following dismissal procedure:
 - 1. The CEO/President shall notify the professional staff member in writing that termination of his/her appointment is under consideration. Said notice will contain a statement of the reasons for the proposed termination.
 - 2. The professional staff member may respond in writing within twenty-one (21) calendar days of receipt of notice from the CEO/President.
 - 3. If, after considering the response of the professional staff member, or if the professional staff member has not responded within the twenty-one (21) day period, the employer or its representative determines to dismiss the professional staff member, the employer or its representative shall so notify the member in writing of the decision.

Section 2. Discipline

- A. Nothing within this Article shall preclude the employer or its representatives from disciplining members of the professional staff by means less than discharge, provided that such discipline shall be for just cause as specified in Section 1A above for dismissals.
- B. In case of employee misconduct for which suspension without pay is under consideration, the employee shall be afforded, in a timely manner, written notice of the charge(s) against him/her, disclosure of the employer's then available evidence and an opportunity to present his/her position orally or in writing prior to the discipline.

Section 3. Suspension Pending Discipline or Discharge

When it is necessary, an individual may be suspended, with full salary and benefits, pending disciplinary action.

Section 4. Investigatory Interview

If a bargaining unit member reasonably believes that an investigatory interview conducted by the employer will result in discipline or place his/her job security in jeopardy, she/he may have a Congress representative present at any such interview.

ARTICLE XVII - SABBATICAL LEAVE

Section 1. Preamble

Sabbatical leave is educational leave. The purpose of sabbatical leave is to provide a professional staff member with the time and support for scholarly or creative endeavors which will benefit the college and the staff member professionally, and/or enable the professional staff member to develop resources or materials to enrich his/her teaching effectiveness or the performance of administrative responsibilities. The President of the Connecticut State Colleges and Universities may grant sabbatical leave for a full year on half salary, or for a half year on full salary, or for such period and portion of salary as agreed to by the applicant and the President of the Connecticut State Colleges and Universities.

Section 2. Eligibility and Conditions

A. Eligibility

A professional staff member on tenure-track appointment shall become eligible for sabbatical leave after six (6) consecutive years of full-time service at a college. Such professional staff member shall be considered for sabbatical leave during his/her sixth year of full-time service, but the sabbatical shall not commence until he/she has completed six years of service. Once the sabbatical leave has been taken, the professional staff member shall again become eligible for sabbatical leave after six (6) additional consecutive years of full-time service following the completion of the sabbatical.

(See side letter Re: Sabbaticals.)

Full-time leave for professional development shall be considered as continuous service for sabbatical leave but shall not be included as accumulated time required to qualify for sabbatical leave.

B. Conditions

The recipient of a sabbatical leave is permitted to receive other remuneration in the form of fellowships, assistantships, grants, honoraria or consultant fees. However, an individual on sabbatical leave is generally not expected to engage in paid employment elsewhere. Each applicant for sabbatical leave shall disclose, as part of his/her proposal, all anticipated remuneration including but not limited to, professional development and/or tuition reimbursement dollars and, if paid employment is involved, he/she shall describe the relationship of such employment to the purpose of the sabbatical leave as outlined in Section 1 above. Total compensation while on sabbatical leave shall normally not exceed the regular salary (base pay plus longevity) of the recipient plus expenses attributable to the leave. The recipient of a sabbatical leave must agree to return to the college for at least one year of full-time service following the expiration of the leave. Failure to return to the college for at least one year may result in forfeiture of any and all compensation due him/her and shall be considered a resignation not in good standing.

Section 3. Rights

Time on sabbatical leave at full or partial pay shall be considered as continuous service for longevity and retirement pursuant to the professional staff member's particular State-approved retirement plan. Time on sabbatical leave at less than full pay will be considered as full-time service for the purpose of determining years of service for longevity. All fringe benefits shall be continued during the period of the

sabbatical leave. Upon completion of such leave, the professional staff member shall return to the same college at the same salary and rank he/she would have attained had he/she not taken such leave.

Section 4. Number

In each year of this Agreement, there shall be allocated a maximum of twenty-six (26) sabbaticals per academic year to be administered in accordance with applicable contract provisions.

Section 5. Sabbatical Leave Committee

At each college, there shall be a Sabbatical Leave Committee elected by the members of the bargaining unit(s). Only tenured employees or employees on tenure track appointment at the college may serve as members of a Sabbatical Leave Committee. The size and composition of the committee shall be determined by mutual agreement. At merged campuses, subcommittees will be established consisting of representatives of each bargaining unit. Each subcommittee shall make the recommendation with respect to its own bargaining unit members. AFSCME members shall apply directly to the CEO/President for sabbaticals, unless they opt to apply to the committee.

The Sabbatical Leave Committee shall have the responsibility to review all applications for sabbatical leave and shall make recommendations to the CEO/President, listing in priority order applicants recommended for sabbatical leave at full pay, and separately, applicants recommended for sabbatical leave at half pay.

The operation of the Sabbatical Leave Committee shall be subject to the supervision of the CEO/President or his/her designee. The committee shall review the Connecticut State Colleges and Universities President guidelines for its work and shall keep a written record of the dates of all meetings, attendance at the meetings and materials considered. These records and materials shall be in the custody of the CEO/President or his/her designee. The committee shall not disclose its records or recommendations except as provided herein.

Section 6. Procedure

Applicants for sabbatical leave shall prepare a proposal for leave which describes the prospective activity, indicates the contribution it will make to the individual concerned and to the college, and addresses all other conditions set forth in Sections 1 and 2 above. By November 15 of the Fall semester of the year prior to the year in which the sabbatical would occur, the proposal shall be submitted to the College CEO/President on a form established by the employer. The deadline for submitting such proposals may be extended at the discretion of the College CEO/President.

The CEO/President shall seek the recommendations of the supervisor. In making his/her recommendation, the supervisor shall be guided only by the criteria contained in this Article. Prior to making his/her recommendation to the CEO/President, the supervisor shall meet with the applicant and discuss his/her intended recommendation.

Except for AFSCME bargaining unit members, the CEO/President shall also seek the recommendations of the Sabbatical Leave Committee, which shall be completed by December. In making its recommendations, the committee shall be guided only by the criteria contained in Section 1 of this Article and shall proceed in the manner set forth in Section 5 above. By January 15, the College

CEO/President shall forward his/her recommendations to the Office of the President of the Connecticut State Colleges and Universities. Prior to making his/her recommendations, the College CEO/President or his/her designee shall meet and discuss his/her intended recommendations with the College Sabbatical Leave Committee. Where there are differences between the CEO/President and the committee, the committee may forward a statement of the reasons for its position to the President of the Connecticut State Colleges and Universities or his/her designee, with a copy to the College CEO/President.

The CSCU Sabbatical Leave Selection Committee shall then review college-approved sabbatical leave proposals and make a final decision on the approved system-wide list of these proposals by February 1. The President of the Connecticut State Colleges and Universities or his/her designee shall review and confirm the final decision of the CSCU Sabbatical Leave Selection Committee by February 15 and allocate such full-pay and half-pay sabbatical leaves in a manner that is consistent with this Article and with funds from College Operating Funds.

All applicants shall be entitled to know the formal recommendations at each level and the decision of the President of the Connecticut State Colleges and Universities or his/her designee by March 1 which shall be final.

ARTICLE XVIII - PROFESSIONAL DEVELOPMENT

Section 1. Full-Time Leave for Professional Development

A. Preamble

Professional development funds are made available to reimburse employees for approved activities that relate to the bargaining unit member's responsibilities at the college. The following are examples that may be appropriate for approval:

- Tuition and fees for coursework relevant to the member's employment;
- Conference, seminar and workshop fees relevant to the member's employment;
- Professional society membership relevant to the member's employment;
- Travel related to the above.

B. Eligibility and Conditions

Professional staff members are eligible for full-time leave for professional development after one year of service on a full-time standard appointment, subject to the following conditions:

1. The applicant's professional duties permit his/her absence for the period of time requested;
2. The leave is of value to the college; and,
3. If with pay, there is no other remuneration to the professional staff member.

Full-time leave for professional development may be granted for up to one year and the President of the Connecticut State Colleges and Universities may authorize an extension of the leave for an additional year.

C. Rights

Full-time leave for professional development shall be considered as continuous service for longevity (if leave for professional development, with pay, on a pro-rata basis), placement in the salary schedule and retirement pursuant to the individual's particular State retirement plan. All fringe benefits shall be continued during the period of full-time professional development leave, if with pay.

All other terms and conditions of full-time leave of absence for professional development are to be agreed upon by the professional staff member concerned, who may request representation by the Union. The final agreement shall be in writing.

D. Professional Development Committee

At each of the non-merged colleges, the Sabbatical Leave Committee shall also serve as a Professional Development Committee. At each merged college, the Union subcommittee for Sabbatical Leave shall serve as the Professional Development Committee. The operation of the Professional Development Committee shall be subject to the supervision of the CEO/President or his/her designee.

The Professional Development Committee shall have the responsibility to review all applications for full-time leave for professional development and shall make recommendations to the CEO/President. The Professional Development Committee shall keep a written record of the dates of all meetings, attendance at meetings and materials considered. These records and materials shall be in the custody of the CEO/President or his/her designee. The committee shall not disclose its records or recommendations except as provided herein.

The committee shall make a recommendation to the CEO/President addressing the proportion of such professional development money to be utilized for short-term leave, partial leave and full-time leave. The recommendation of the committee is advisory to the CEO/President whose decision is final.

E. Procedure

Applicants for full-time leave for professional development shall prepare a proposal for leave which describes the prospective activity and indicates the contribution it will make to the individual concerned and the college, utilizing a form established by the employer. This proposal shall be presented to the CEO/President six (6) months in advance of the requested leave.

The CEO/President shall seek the recommendation of the supervisor. In making this recommendation, the supervisor shall be guided only by the criteria contained in this Article. Prior to making his/her recommendation to the CEO/President, the supervisor shall meet with the applicant and discuss his/her intended recommendation with the applicant.

The CEO/President shall also seek the recommendation of the Professional Development Committee which shall be completed by December 15. In making its recommendation, this committee shall be guided only by the criteria contained in this Article. Prior to making his/her recommendations for professional development leave to the President of the Connecticut State Colleges and Universities, the CEO/President or his/her designee shall meet and discuss his/her intended recommendations with the committee. Where there are differences between the CEO/President and the committee, the committee may forward a statement of the reasons for its position to the President of the Connecticut State Colleges and Universities, with a copy to the CEO/President.

In addition, the CEO/President may consult with and/or seek the recommendations of other representatives of the employer, provided, however, that the CEO/President shall inform persons under consideration of any formal recommendation process and any such recommendation shall be guided only by the criteria contained in this Article. Formal recommendations made to the CEO/President by other employees of the college shall be consistent with the following:

- (a) Recommendations shall be limited to bargaining unit members for whom the management personnel have direct supervisory responsibility;

(b) Management recommendations shall be guided by the criteria contained in this Article and management personnel shall give consideration to all materials specified and the recommendations of the supervisors and the Professional Development Committee.

The foregoing shall not be deemed to limit the right of the CEO/President to consult others as provided in this paragraph.

The professional staff member shall be entitled to know the formal recommendations at each level in the decision of the CEO/President, which shall be final.

Within ninety (90) days of receipt of the proposal, the CEO/President shall forward his recommendations to the President of the Connecticut State Colleges and Universities for final determination. The President of the Connecticut State Colleges and Universities shall act on the recommendations within sixty (60) days.

F. Funding Allocation

Each member/employee may be awarded funding for coursework, conferences, research, and memberships in the same semester so long as the semester total does not exceed the semester coursework maximum and the professional development funds have not been exhausted.

Section 2. Short-Term Leave

The Board encourages professional staff members to attend appropriate professional meetings, conferences, and seminars consistent with the needs of the college. Leave for these purposes for a period of up to five (5) working days with pay may be granted by the CEO/President.

In the case of a denial of a request for short-term leave, the CEO/President or his/her designee shall meet with the individual concerned to discuss the reasons for the denial. The decision of the CEO/President or his/her designee shall be final.

Expenses incurred by the professional staff member may be reimbursed from funds made available under this Agreement.

Section 3. Partial Leave

A. Definition and Purpose

Partial leave for professional development shall consist of released time or a reduced assignment. In the latter case, the professional staff member shall be paid a pro-rata salary for the portion of his/her assignment which remains after such leave has been granted. This leave may be granted for such purposes as study, research, or services as a consultant.

B. Eligibility and Conditions

Professional staff members are eligible for this leave after one (1) year of service on a full-time standard appointment, subject to the following conditions:

1. The applicant's professional duties permit his/her absence for the period of time requested;
2. The leave is of value to the college;
3. And in the case of released time, no additional remuneration is received by the professional

staff member.

C. Denial and Meeting

In the case of a denial of a request for partial leave, the CEO/President or his/her designee shall meet with the individual concerned to discuss the reasons for the denial.

D. Funding

The cost of providing part-time replacements for unit members provided with released time hereunder shall be from funds made available under this Agreement.

Section 4. Required Events

The cost of attending institution-required professional meetings, conferences, training or such events will be paid by college funds.

ARTICLE XIX - OTHER LEAVES

Section 1. Leave of Absence Without Salary

A. Leaves Unrelated to Medical or Family Leave

The CEO/President may grant a leave of absence without salary upon the request of a professional staff member for a period not to exceed two years. Professional staff members are eligible for leave of absence without salary after two years of full-time service on standard appointment, except that a leave for educational advancement may be granted after one year of service. An individual who believes his/her leave was unreasonably denied may forward his/her request to the President of the Connecticut State Colleges and Universities with a statement of his/her position. The decision of the President of the Connecticut State Colleges and Universities shall be final.

The terms and conditions of such a leave of absence shall be agreed upon by the CEO/President and the professional staff member concerned, who may be represented by the Congress. The agreement shall be in writing.

Only leaves designated as educational leave without salary shall be considered as continuous service for retirement pursuant to the professional staff member's particular State-approved retirement plan. Insurance benefits for professional staff members on leaves under this subsection shall be continued, if the professional staff member pays the full premiums for said benefits.

Sick leave shall accrue in any month in which a professional staff member is on a leave of absence without salary, on a pro-rata basis, calculated to the nearest quarter-day.

B. Medical, Parental, and Family Leaves

Medical, parental and family leaves are available as follows:

1. Medical Leave

- (a) After exhaustion of accrued sick leave and upon establishment of the actual disability of a professional staff member who has two (2) or more years of service on standard appointments, such professional staff member shall be entitled to a medical leave without salary not to exceed two (2) years from the date sick leave accrual is or was exhausted (such exhaustion date to be determined without reference to sick leave days accrued after the

disability commenced). Said leave shall include any leave pursuant to Section 31-51kk of the Connecticut General Statutes.

- (b) After exhaustion of accrued sick leave and upon establishment of a serious illness, a permanent professional staff member who has more than six months of service shall be entitled to a medical leave without salary not to exceed a maximum of twenty-four (24) weeks in any two (2) year period.

2. *Parental Leave*

- (a) Parental leave without salary not to exceed two (2) years may be granted by the CEO/President to professional staff members after one (1) year of service on standard appointment. An individual who believes that his/her request for leave was unreasonably denied may forward his/her request with a statement of his/her position to the President of the Connecticut State Colleges and Universities. The decision of the President of the Connecticut State Colleges and Universities shall be final.
- (b) Such leave without salary shall be granted to permanent professional staff members after six (6) months of service for a period not to exceed a maximum of twenty-four (24) weeks in any two (2) year period. As used in this Article, "parental leave" shall be defined as leave for the purpose of: (a) rearing a child for whom the professional staff member has legal responsibility; or (b) the prenatal and postnatal care of a wife.

3. *Family Leave*

All permanent professional staff members after six (6) months of service shall be entitled to family leave without salary not to exceed a maximum of twenty-four weeks in any two (2) year period. As used in this Article, "family leave" shall be defined as a leave necessitated by a serious illness suffered by the permanent professional staff member's own parent, spouse, or child.

4. *Benefits*

- (a) The employer shall pay for the continuation of health insurance benefits covered by Section 38a-554 of the Connecticut General Statutes for professional staff members during parental leave under Section 1B(2)(b), above, family leave under Section 1B(3), above, and medical leave under Section 1B(1)(b), above. In order to continue any other health insurance coverage during such leaves, the professional staff member shall contribute that portion of the premium the professional staff member would have been required to contribute had he/she remained an active employee during the leave period.
- (b) Sick leave shall accrue in any month in which a professional staff member is on medical, parental, or family leave of absence without salary on a pro rata basis calculated to the nearest quarter day. Service credits for accumulated seniority, retirement, fringe benefits (except as provided in subsection 4 (a) above) and other service credits (except sick leave) shall not accrue during the leave of absence without salary.

5. *Reinstatement*

Upon the expiration of a medical leave under Section 1B(1)(b), above, parental leave under Section 1B(2)(b), above, or a family leave under Section 1B(3), above, the professional staff member shall be entitled to return to the professional staff member's original job from which the leave of absence was provided or, if the original job is not available, to an equivalent position with equivalent pay, provided, however, that a professional staff member returning from medical leave who is unable to perform his/her original job shall be assisted by the Personnel Division of the Department of Administrative Services in finding other suitable work in State service.

Unless otherwise agreed upon the expiration of all other leaves under Section 1 of this Article, professional staff members shall be returned to work in the professional staff member's original job, or, if the job is not available, to an equivalent position with equivalent pay.

6. Definitions

For all purposes under this Article, "permanent professional staff member" shall be defined as to have the same meaning as the phrase "permanent employee" in Section 31-51kk of the Connecticut General Statutes, to wit: a bargaining unit employee who has served in his/her bargaining unit position for a period of more than six months, except employees in positions funded in whole or in part by the Federal Government as part of any public service employment program, on-the-job training program, or work experience program. "Serious illness" shall be defined as that phrase is defined in Section 31-51kk of the Connecticut General Statutes to wit: an illness, injury, impairment, or physical or mental condition that involved (1) inpatient care in a hospital, hospice, or residential care facility or (2) continuing treatment or continuing supervision by a health care provider.

Section 2. Sick Leave

A. Entitlements and Conditions

All full-time professional staff members accrue sick leave with pay for continuous service at the rate of one and one-quarter days per calendar month from the date of initial employment. All part-time professional staff members in the bargaining unit accrue sick leave with pay for continuous service from the date of initial employment at the rate of one and one-quarter days per calendar month multiplied by the following fraction: the number of hours worked per week divided by 35. Earned sick leave is granted to a professional staff member who is incapacitated for duty. However, if a faculty member is unable to fulfill her/his obligations to the college for a period of time that encompasses the end of an academic semester, there shall be no charge to a sick leave balance for days following the date on which grades are due or the date on which the semester ends, whichever is sooner.

An acceptable medical certificate is required to substantiate a request for sick leave in the following situations: any period of absence of more than five (5) consecutive working days; sick leave during annual vacation; leave of any duration if absence from duty recurs frequently or habitually, provided that the employee has been notified that a certificate will be required; leave of any duration when evidence indicates reasonable cause for requiring such a certificate. Sick leave shall be calculated in quarter-day units.

B. Compensation at Retirement

Upon retirement, pursuant to Chapter 66 or 167a of the Connecticut General Statutes, a professional staff member shall be compensated at the rate of one-fourth of her/his daily salary for each day of sick leave standing to her/his credit as of his/her last day on the active payroll, up to a maximum of 240 days.

C. Retention of Accrued Sick Time

Unit members whose services are terminated pursuant to Article XIII shall have accrued sick leave credited upon reinstatement within two years of the date of termination.

D. Emergency Sick Leave

Effective March 31 of each year of this agreement, all bargaining unit members not currently in the

sick leave bank shall automatically be enrolled and contribute three (3) days of accrued sick leave to the bank. Days contributed to the bank shall thereafter be allocated to employees with catastrophic or extended long term illness.

Bargaining unit members with a sick leave balance of 105 hours or more on March 31 will have these three (3) days deducted effective immediately. Employees with less than a 105 hours sick leave balance on March 31, will have one (1) day each deducted quarterly with all three (3) days deducted no later than the end of the calendar year. New hires will have one (1) day deducted in each of the 9th, 10th and 11th month accruals.

To be eligible for allocation of sick days from the bank, an employee must meet the following conditions:

- a. Membership in the bank;
- b. Exhaustion of all personal sick leave, personal, or vacation leave and any other compensatory time due;
- c. The illness or injury is not covered by worker's compensation, or such benefit has been exhausted;
- d. An acceptable medical certificate supporting the absence is on file;
- e. The bank is not depleted.

Days shall be allocated by a joint committee of four members, two designated by AFSCME, two by the Employer. This Committee shall have full authority to grant benefits and administer the program in accordance with guidelines outlined above; in addition, the committee may by agreement provide for additional opportunities for contribution to the bank. Time off without loss of pay or benefits may be granted, as necessary, to members of the committee to attend meeting to administer this program.

Unused days shall be carried over from year to year and shall not lapse.

The actions or non-actions of this committee shall in no way be subject to collateral attack or the grievance/arbitration process. The panel shall not be considered a State agency, board, or any other subdivision of the Employer. No requests shall be conducted as contested cases or otherwise be subject to the Uniform Administrative Procedure Act.

Upon retirement, bargaining unit members who have accrued in excess of 240 days of sick leave, shall have those days over 240 added to the sick bank.

Sick Leave Donation: Upon request, any bargaining unit member can donate up to five (5) sick days per year to the sick leave bank.

Section 3. Special Leave

A. Conditions

Special leave is leave for personal emergencies which is to be charged to sick leave. It shall be calculated in hour units.

B. Purpose

Special leave shall be granted for the following reasons:

1. Dental, medical, or eye examination or treatment for which arrangements cannot be made outside of working hours;
2. When presence at work will expose others to contagious diseases;
3. In the event of death in the immediate family, when as much as (5) five working days' leave with pay shall be granted (immediate family means spouse, father, mother, sister, brother, or child, or any other relative who is domiciled in the professional staff member's household);
4. If critical illness or severe injury in the immediate family or household creates an emergency which requires the attendance or aid of the professional staff member, when up to (5) five working days' leave with pay in a calendar year shall be granted.

The CEO/President may also grant necessary time, not to exceed in the aggregate a total of (3) three working days' leave per calendar year, to fulfill the obligations of traveling to, attending, and returning from funerals of persons other than members of the immediate family. Special leave shall be contingent upon the availability of earned sick leave and charged against sick leave.

Section 4. Personal Leave

A. Entitlement

Each full-time member of the professional staff who has served in a position for a minimum of six months shall be granted three days' personal leave of absence with pay in each calendar year.

Each part-time member of the professional staff who has served in a position for a minimum of six months shall be granted one and one-half days' personal leave of absence with pay in each calendar year.

B. Purpose and Conditions

Personal leave of absence shall be for the purpose of conducting private affairs, including observance of religious holidays, and shall not be deducted from vacation or sick leave credits. Personal leave of absence days not taken in the calendar year in which they are granted shall not be accumulated. Except in an emergency situation, professional staff members shall give at least three working days' notice to the appropriate management representative and should take personal leave of absence on days and in a manner which is least disruptive to the instructional program and the educational progress of students. To facilitate this consideration, personal leave days shall be calculated in half-day units.

Section 5. Leave for Civil Obligations

A. Military Leave

A professional staff member who is a member of the armed forces of the State or of any reserve component of the United States and is required to undergo active duty or field training therein shall be entitled to a leave of absence with pay for a period not exceeding three calendar weeks of such active duty or field training. Military leave shall not be charged against the annual vacation.

A professional staff member who has served in a full-time position for more than six months and who has left the employ of the Community Colleges in order to serve in the armed services is eligible for reinstatement according to the provisions of Section 5- 255 (c) of the Connecticut General Statutes.

B. Jury Duty

Professional staff members who are summoned to court to perform jury duty or who are subpoenaed to attend court or board hearings to testify in matters in which they have no personal or pecuniary interest shall suffer no loss of salary thereby, but they shall be required to remit to the employer any sums of money received in compensation for such duty or attendance.

Section 6. Maternity Leave for Childbearing Disability and Childrearing

A. Entitlement to Childbearing Disability Leave

Disabilities caused or contributed to by pregnancy, abortion, miscarriage, childbirth, and recovery there from ("childbearing disabilities") shall be treated like another temporary disability. At the option of a professional staff member, vacation leave or portions thereof may be utilized for childbearing disabilities after the exhaustion of sick leave accruals, provided, however, that a professional staff member, solely at her discretion, may request an unpaid childbearing disability leave in order to retain her accrued sick leave. In such a case, the professional staff member may utilize vacation leave or portions thereof or the childbearing disability leave prior to exhaustion of her accrued sick leave.

B. Conditions

Sick leave may be utilized for any such period of childbearing disability, provided that the employer may require that a medical doctor certify that any period in excess of five (5) days to which sick leave is applied is medically necessary as a result of or to recover from childbearing disability.

In addition, the employer recognizes the right of professional staff members to leave as follows:

After all employee-designated sick and vacation leave have been exhausted, a professional staff member shall be granted, upon request, a leave of up to twelve months without salary (including the 24-week leave provided for in Section 5- 248a of the Connecticut General Statutes) for childbearing disability which extends beyond accumulated sick leave, provided, however, that a professional staff member who has elected to retain her sick leave pursuant to Section 6A of this Article, above, shall be entitled to retain her accumulated sick leave. Further, at the end of a childbearing disability leave, a professional staff member shall be granted, upon request, a leave of up to twelve months without salary (including the 24-week leave provided for in Section 5- 248a of the Connecticut General Statutes) for childrearing. Adjustments in the duration of the leave may be made by mutual agreement between the CEO/President and the professional staff member concerned to insure that such leave is least disruptive of the instructional program of the college and the educational progress of students, provided, however, that the CEO/President shall not have authority to reduce such leave below twenty- four weeks, in combination with other such medical leaves taken within a two- year period (commencing with the first day of leave of the first such leave within the period). Time on such leave shall be considered as continuous service for purposes of sabbatical leave but shall not be included as accumulated time required to qualify for sabbatical leave.

C. Reinstatement

Provided that the professional staff member shall return to service no later than twelve months from the beginning of leave without salary for disability or childrearing, subject to the adjustments stipulated in Section 6B above, she shall be restored, subject to any provisions on staff reductions, to the same job or to an equivalent position with the same seniority, salary, retirement and fringe benefits, and other service credits which she had attained at the time such leave was granted, plus the appropriate increase in benefits accorded to persons of that rank and salary and any and all

improvements in fringe benefits established through negotiations between the Congress and the Board during the period of such leave.

For up to twelve (12) months from the beginning of leave without salary for disability or childrearing, part-time return to service may be arranged by mutual agreement between the professional staff member concerned and the CEO/President of the college, subject to the following: in the case of an employee holding a special appointment or a standard appointment which has not been renewed in accordance with Article IX, Section 3, a leave shall not extend beyond, and provisions for reemployment shall not apply beyond, the termination date of the appointment unless the employer agrees in writing to such an extension.

D. Benefits While on Leave Without Salary

The employer shall pay for continuation of a professional staff member's health insurance benefits during any childbearing disability leave with salary. Upon commencement of childrearing leave without salary, the employer shall pay for continuation of a professional staff member's health insurance benefits for a period of up to 24 weeks in any two (2) year period.

A professional staff member may continue health insurance benefits at her own expense for any period of childrearing leave without salary which extends beyond 24 weeks in any two (2) year period.

Childbearing disability and childrearing leave without salary shall be considered as continuous service for retirement pursuant to the professional staff member's particular state-approved retirement plan and for accumulation of sick leave. Service credits for seniority, fringe benefits, and other service credits (except sick leave) shall not accrue during leave without salary.

Section 7. Miscellaneous Leave Provisions

Professional staff members who are transferred into the Community College System shall not be deprived of sick, vacation, and special leave privileges previously earned in another Connecticut State agency.

All accrued leaves may be taken in hourly increments, for those who accrue time in hourly increments.

ARTICLE XX - HOLIDAYS AND VACATIONS

Section 1. Holidays

A. Non-teaching faculty

Each year, all nonteaching professional staff members shall be granted time off with pay for the following 12 holidays:

New Year's Day	Independence Day	Martin Luther King Day	Labor Day
Lincoln's Birthday	Columbus Day	Washington's Birthday	Veteran's Day
Good Friday	Thanksgiving Day	Memorial Day	Christmas Day

(See side letter Re: Day After Thanksgiving.)

If a professional staff member is required to work on a holiday, or if a holiday falls on a day on which

he/she is not regularly scheduled to work, he/she shall be granted equivalent time off. Such time off must be utilized within one (1) year.

Section 2. Vacations

A. Entitlement.

1. After six months of continuous employment in state service, full- time professional staff members employed on a 10-month basis are entitled to a total of 18.3 working days of vacation accrued at the rate of 1.83 days per calendar month of service.
2. After six months of continuous employment in state service, part- professional staff members employed on a 10-month basis are entitled to vacation accrued at the rate of 1.83 days per calendar month of service multiplied by the following fraction: the number of hours worked per week divided by 35.
3. After six months of continuous employment in state service, full- time professional staff members employed on a 12-month basis are entitled to a total of 22 working days of vacation each calendar year accrued at the rate of 1.83 days per calendar month of service.
4. After six months of continuous employment in state service, part- time professional staff members employed on a 12- month basis are entitled to vacation accrued at the rate of 1.83 days per calendar month of service multiplied by the following fraction: the number of hours worked per week divided by 35.

B. Conditions

1. Vacation days taken by professional staff members are subject to prior approval by the CEO/President of the college. It is expected that professional staff members will take a minimum of three weeks of vacation each calendar year.

However, in extenuating circumstances, vacation days may be carried over into a new calendar year with the written approval of the CEO/President of the college, which approval shall not be unreasonably withheld, but may not be accumulated to a total of more than 120 days.

2. Vacation days do not accrue during any month in which a professional staff member is on leave of absence without salary for more than five days.

C. Adjustments on Termination

1. If a professional staff member has taken more vacation days than would have been accrued at the rate specified in Section 2A above, the college shall, on termination, deduct from his/her pay the value of vacation days taken in excess of the amount accrued.
2. Any eligible professional staff member leaving state service shall receive a lump sum payment for accrued but unused vacation time, except that all professional staff members who have been notified of termination of their appointment are required to use all accumulated vacation time prior to expiration of the final appointment year unless other arrangements are specifically authorized in writing by the college CEO/President, which authorization shall not be unreasonably withheld.

ARTICLE XXI - SALARY AND FRINGE BENEFITS

Section 1. Salary

General Wage Increase/Step and Lump Sum Pattern

The parties agree to the wage package negotiated by SEBAC for fiscal years 2021-2022, 2022-2023, 2023-2024 (see the table below) including advancement of steps provided in the 2016-2021 CBAs by the GWI provided in the chart. All wages/non-wage and miscellaneous rates of pay including longevity shall be increased consistent with the wage schedules in the table in this section (Longevity, coaches, part time lecturer, part time EAs, part time nursing, nursing/dental course leader, program coordinator (cash), department chairs (cash), PC/DC call-in rates, and payments in lieu of additional teaching. The bonuses identified in the table shall be paid to part time employees in a prorated basis.

General Wage Increases/Steps and Lump Sum Pattern			
Contract Year	Special Payment (part-timers are pro-rated for payments)	General Wage Increases	Steps (includes top payments where applicable)
7/1/21-6/30/22	Special Lump Sum of \$2500 payable as soon as practicable upon general assembly approval	2.5%GWI (retro payroll including to July 1) must be an active employee in the bargaining unit on the date of GA ratification or a former employee who left after 7/1/21 as defined below.*	Steps on time (retro step to date)
7/1/22-6/30/23	\$1,000 lump sum payment effective with the Fall 2022 semester.	7/1/2022 2.5% GWI	Steps on time
7/1/23-6/30/24		7/1/2023 2.5% GWI	Steps on time
7/1/24-6/30/25		Reopener on GWI	Reopener on Steps

* Employees who left in good standing with 10 years or more of service, or who retired after 7/1/21 will be eligible for retroactive GMI and Steps through their date of departure. The state will have five years from date of legislature ratification to make any necessary pension adjustments as a result of retroactivity. No interest or other penalties will accrue during this five-year period. The resolution of the parties' differences with respect to retroactive wage increases for employees who resign state service prior to legislative ratification shall not be used to support either party's future arguments in any future dispute.

A. Salary Schedules

The salary schedules for FY2022, FY2023, and FY2024 shall be as set forth in Schedule C.

B. Withholding of Increments

It is recognized that the Board may withhold salary increments if it can demonstrate that its decision is not arbitrary, capricious, or unreasonable.

C. Increase in Gross Payroll

The increase in the Gross Payroll resulting from increases per Article XXI, Section 1. G. (1), (2) and

above shall be equal to, and the “roll-out” into the next fiscal year shall not exceed, the cash value for that fiscal year.

Section 2. Longevity

Professional staff members in the bargaining unit shall continue to receive semi-annual payments in addition to salary according to Schedule A.

Such semi-annual longevity lump-sum payments shall be made during the months of April and October of each year except that a retired employee shall receive, during the month immediately following retirement, a prorated payment based on the proportion of the six-month period served prior to the effective date of his/her retirement.

Section 3. Reclassification of Administrator, Counselor, Librarian

For the purposes of reclassification pursuant to the Side Letter Re: Grade Placement, or otherwise, the value of a step shall be the average of all steps in that salary group. (See Schedule D)

Section 4. Insurance and Retirement Benefits

A. Retirement

1. Entitlement

Present retirement plans provided by the Pension Agreement and the Connecticut General Statutes shall be continued for members of the bargaining unit.

2. Salary Pay-Out for 10-Month Staff

Any individual on a 10-month appointment who has completed the work obligations of his/her appointment period and who retires after May but before September 1, shall receive, upon retirement, pursuant to Chapter 66, credit for the entire appointment year and the remaining bi-weekly payments due for the entire appointment year, together with any amounts held back previously.

B. Individual Retirement Annuities

Benefits shall be made available on a voluntary basis to eligible professional staff members, as provided in Section 5-264 of the Connecticut General Statutes, whereby under certain conditions the Board of Regents may enter into an agreement involving purchase of an individual retirement annuity contract that will qualify for income tax benefits.

C. Medical Insurance

The State shall continue in force the health insurance coverage for this bargaining unit described in the Agreement between the State and SEBAC 2017.

D. Group Life Insurance

Group life insurance shall be available to principal bargaining unit members at the same rate and coverage limits as provided to non-bargaining unit state employees under Section 5-257 of the Connecticut General Statutes.

In addition, any principal bargaining unit member shall be permitted to purchase group life insurance

in excess of what the current plan permits up to a maximum of \$50,000, provided the member shall pay the full cost for the difference in premium under the terms and conditions governing such purchases under the policy in effect on the date of said insurance purchase.

Section 5. Workers' Compensation

A. Workers' Compensation Coverage and Payments

Where an employee has become temporarily totally disabled as a result of illness or injury caused directly by his/her employment or sustained in the course of his/her employment, said employee may, pending final determination as to the employee's eligibility to receive workers' compensation benefits, charge said period of absences to existing leave accounts. Where a determination is made supporting the employee's claim, State authorities shall take appropriate steps to rectify payroll and leave records in accordance with said determination. Upon final and non-appealable decision by appropriate State authority that an employee is entitled to receive workers' compensation benefits, said employee shall receive his/her first payment no later than four (4) weeks following such determination. Accrued leave time may be used to supplement workers' compensation payments up to but not beyond the regular salary.

B. Extended Benefits

The benefits of Section 5-142, Paragraph A of the Connecticut General Statutes shall continue to be applicable to the extent, if any, that said provision may have been applicable prior to the effective date of this Agreement.

C. Insurance

The State will continue to provide benefits and coverage pursuant to Sections 5-142(a) and (b) of the Connecticut General Statutes. The employer will continue to pay the applicable current contributions for life insurance and hospital and medical insurance for the period of time the employee is on a work-related disability leave under Paragraph A of this Section.

Section 6. Travel Expenses and Reimbursements

- A. Within funds appropriated to the Board, the Board shall have full authorization to allocate funds for travel and to authorize the expenditure of such funds for out-of-State travel under the authority of the President of the Connecticut State Colleges and Universities or his/her designee.
- B. An employee who is required to use his/her personal vehicle in the performance of duty shall be reimbursed at the GSA rate subject to the following limitation that no mileage reimbursement shall be paid for travel 10 miles or less per week.
- C. Employees shall be notified of the minimum insurance requirements prior to using their personal vehicles in the performance of duties.

D. Required Out of State Travel

During the life of this Agreement, any employee who is required to travel out-of-State on employer business shall be reimbursed at the following rates:

- 1. Reimbursement for meal expenses while bargaining unit members are traveling on business of the college/system shall be the actual receipted amount spent on meals, but not to exceed \$100 a day.
- 2. In addition, a \$5.00 lump-sum payment may be provided if authorized out- of-State travel is for

a period of two full working days. The same amount may be authorized for each additional two full working-day periods.

E. More than One College Stipend

Bargaining unit members who teach/work at more than one college or at a location more than ten (10) miles from the home campus shall receive a five hundred dollars (\$500.00) stipend per semester.

Section 7. Death Benefit

Upon the death of an employee who has completed ten (10) years of State service, the employer shall pay to the beneficiary one-fourth (1/4) of the deceased employee's daily salary for each day of sick leave accrued to his/her credit as of his/her last day on the active payroll up to a maximum payment equivalent to sixty (60) days' pay.

Section 8. Tuition Waiver

In addition to the waiver of tuition and fees permitted under Chapter 185b, Section 10a-77 of the Connecticut General Statutes, the Board may waive tuition and fees for part-time and full-time bargaining unit members, emeriti, and their spouses and dependent children at all colleges in the Community College System.

Waiver of fees for noncredit course offerings and for extension credit course offerings may be granted on a space-available basis, by the discretion of the employer, to full-time and part-time bargaining unit members, emeriti, and their spouses and dependent children. Waivers may be granted to bargaining unit members only where the course is offered outside of the employee's regularly scheduled workday, except that where a course is job-related and the employee's supervisor approves his/her release for this purpose, the course may be taken during the member's regularly scheduled workday. The parties agree that the employer will determine on a case-by-case basis the courses to which the waiver may apply as well as the administrative processes to be used in the implementation of this benefit. The decision of the employer whether or not to grant a waiver shall be final and not subject to grievance or arbitration.

Community College tuition and fee waivers are limited to in-state tuition, the application fee, program enrollment fee, college service fee, and student activity fee.

Community College part-time and full-time bargaining unit members, emeriti, and their spouses and dependent children can apply the cash value of their community college in-state tuition and fee waiver to universities throughout the CSCU System with the exception of Charter Oak State College.

The cash value of a Community College tuition and fee waiver will equate to the total amount of in-state Community College tuition and college service fee per the number of registered credit hours. The maximum cash value for principal bargaining unit members, emeriti, their spouses, and dependent children per semester will equate to a full-time load of twelve (12) or more credit hours. The maximum cash value for part-time bargaining unit members, their spouses and dependent children will equate to one 3-credit course per semester during the period they are working. The cash value equivalent for Community College tuition and fee waivers will be adjusted to align with changes in community college in-state tuition and fees.

The cash value of the Community College tuition and fee waiver can be applied to graduate-level courses for those Community College employees/emeriti, their spouses, and dependents who are academically eligible for graduate classes.

Section 9. No Lapses

No money provided in sub-section 1. E. above, and in the prior agreements, shall lapse if not disbursed or expended during any fiscal year. This provision shall supersede any conflicting State statute or regulation.

Section 10. Overpayments

When the system office or an institution determines an employee has been overpaid, the Human Resources office shall give reasonable written notice to the employee of the facts and reasons therefore. Prior to making any deduction, employer shall notify the employee in writing at least two pay periods prior to the deduction. Overpayments or other unauthorized payments may be involuntarily recovered by payroll deduction at a rate not to exceed the rate the overpayment was made, provided:

- (1) the member has not agreed to a reasonable repayment schedule;
- (2) there is no outstanding grievance on the matter; and
- (3) that such recovery rate shall not exceed five percent (5%) of the member's gross biweekly salary.

ARTICLE XXII - EXTENT OF AGREEMENT

Except as expressly provided to the contrary, the parties here to agree that they have fully bargained with respect to wages, hours, and other conditions of employment and that the understandings and agreements arrived at by the parties are set forth in this contractual Agreement and shall constitute the sole Agreement between the parties for the duration thereof.

Therefore, for the life of this Agreement, each of the parties voluntarily and unqualifiedly waives the right and agrees that the other shall not be obliged to bargain collectively with respect to any subject or matter not specifically referred to, covered in or reserved by this Agreement, even though such subject or matter may not have been within the knowledge or contemplation of either or both parties at the time they negotiated or signed this Agreement.

ARTICLE XXIII - SAVINGS CLAUSE

In the event any Article, Section, or portion of this Agreement should be declared unlawful by any court of competent jurisdiction, such decision shall be held to apply only to the specific Article, Section or portion thereof specified in the court's decision. Upon issuance of such a decision, the Board and AFSCME agree to immediately negotiate a substitute for the invalidated Article, Section or portion thereof.

ARTICLE XXIV - TERM AND DURATION OF AGREEMENT

Section 1. Duration

This Agreement shall be effective July 1, 2021 and shall expire June 30, 2025.

Section 2. Supplemental Letters of Agreement

The parties have agreed to a reopener as more fully described in the Supplemental Letters of Agreement.

SIGNATURES OF THE PARTIES TO THIS AGREEMENT

**BOARD OF REGENTS FOR
HIGHER EDUCATION**

AFSCME, LOCAL 2480, COUNCIL 4

By: *Terrence Cheng*

Terrence Cheng
President
Connecticut State Colleges and Universities

By: *Lawrence Salay*

Lawrence Salay
President
AFSCME, LOCAL 2480, COUNCIL 4

SCHEDULE A LONGEVITY SCHEDULE AND CATEGORIES

FY22 AFSCME Longevity Schedule

	Category	Longevity Base	10-14 Years	15-19 Years	20-24 Years	25 years or More
Professor	I	\$3,473	\$868	\$1,737	\$2,605	\$3,473
	II	\$2,693	\$673	\$1,346	\$2,019	\$2,693
Assoc Prof	III	\$2,384	\$596	\$1,192	\$1,788	\$2,384
Assist Prof	IV	\$2,118	\$529	\$1,059	\$1,588	\$2,118
Instructor	V	\$1,809	\$452	\$905	\$1,357	\$1,809
	VI	\$1,566	\$392	\$783	\$1,175	\$1,566
	VII	\$1,356	\$339	\$678	\$1,017	\$1,356
	VIII	\$1,173	\$293	\$587	\$880	\$1,173

FY23 AFSCME Longevity Schedule

	Category	Longevity Base	10-14 Years	15-19 Years	20-24 Years	25 years or More
Professor	I	\$3,647	\$912	\$1,823	\$2,735	\$3,647
	II	\$2,827	\$707	\$1,414	\$2,120	\$2,827
Assoc Prof	III	\$2,503	\$626	\$1,252	\$1,877	\$2,503
Assist Prof	IV	\$2,224	\$556	\$1,112	\$1,668	\$2,224
Instructor	V	\$1,900	\$475	\$950	\$1,425	\$1,900
	VI	\$1,644	\$411	\$822	\$1,233	\$1,644
	VII	\$1,423	\$356	\$712	\$1,068	\$1,423
	VIII	\$1,232	\$308	\$616	\$924	\$1,232

FY24 AFSCME Longevity Schedule

	Category	Longevity Base	10-14 Years	15-19 Years	20-24 Years	25 years or More
Professor	I	\$3,829	\$957	\$1,915	\$2,872	\$3,829
	II	\$2,969	\$742	\$1,484	\$2,226	\$2,969
Assoc Prof	III	\$2,628	\$657	\$1,314	\$1,971	\$2,628
Assist Prof	IV	\$2,335	\$584	\$1,167	\$1,751	\$2,335
Instructor	V	\$1,995	\$499	\$997	\$1,496	\$1,995
	VI	\$1,727	\$432	\$863	\$1,295	\$1,727
	VII	\$1,495	\$374	\$747	\$1,121	\$1,495
	VIII	\$1,294	\$323	\$647	\$970	\$1,294

AFSCME Longevity Categories

Category I CCP21 (12 month) and above

Category II Professor

CCP21 (10 month)

CCP20 (10, 11, 12 month)

CCP19 (12 month)

Category III Associate Professor

CCP19 (10, 11 month)

CCP18 (12 month)

Category IV Assistant Professor

CCP18 (10 month)

CCP17 (12 month)

CCP16 (12 month)

Category V Instructor

CCP17 (9 and 10 month)

CCP16 (10 month)

CCP15 (12 month)

CCP14 (12 month)

Category VI CCP 15 (10 month)

CCP14 (10 month)

CCP13 (12 month)

CCP12 (12 month)

Category VII CCP13 (10 month)

CCP12 (10 month)

CCP11 (12 month)

CCP10 (12 month)

Category VIII CCP11 (10 month)

CCP10 (10 month)

CCP9 (10 and 12 month)

CCP8 (9, 10, and 12 month)

SCHEDULE B

ADMINISTRATORS, COUNSELORS, LIBRARIANS AND NON-TEACHING PROFESSIONALS

CCP 8	1-2 years	Associate's
CCP 9	1-2 years	Associate's
CCP 10	2-3 years	Associate's and 0-1 year
CCP11	2-3 years	Associate's and 0-1 year
CCP 12	Associate's and 0-2 years	Bachelor's
CCP 13	Associate's and 0-3 years	Bachelor's and 0-1 year
CCP 14	Bachelor's and 0-3 years	Master's and 0-1 year
CCP 15	Bachelor's and 1-4 years	Master's and 0-2 years
CCP 16	Bachelor's and 1-4 years	Master's and 0-2 years
CCP 17	Bachelor's and 2-5 years	Master's and 0-3 years
CCP 18	Master's and 1-4 years incl. 0-2 years supv.	6th and 1-3 years incl. 0-2 supv.
CCP 19	Master's and 2-5 years incl. 0-2 years supv.	6th and 1-4 years incl. 0-2 supv.
CCP 20	Master's and 3-6 years incl. 1-3 years supv.	6th and 2-5 years incl. 1-3 supv; Doctorate and 1-4 yrs. Incl. 1-3 supv.
CCP 21	Master's and 4-7 years incl. 2-4 years supv.	6th and 3-6 years incl. 2-4 supv.; Doctorate and 2-5 yrs. Incl. 2-4 supv.
CCP 22	Master's and 4-7 years incl. 2-4 years supv.	6th and 3-6 years incl. 2-4 supv.; Doctorate and 2-5 yrs. Incl. 2-4 supv.

Schedule C

FY 2022, 2023, 2024
Administrators, Counselors, and Librarians

FY22 12-month Administrators, Counselors, and Librarians

Group	Step 1	2	3	4	5	6	7	8
8	\$37,488	\$38,740	\$40,004	\$41,281	\$42,571	\$43,873	\$45,189	\$46,517
9	\$38,890	\$40,182	\$41,486	\$42,803	\$44,133	\$45,477	\$46,834	\$48,205
10	\$40,497	\$41,847	\$43,211	\$44,589	\$45,980	\$47,386	\$48,805	\$50,239
11	\$42,472	\$43,882	\$45,306	\$46,744	\$48,196	\$49,664	\$51,145	\$52,642
12	\$44,668	\$46,159	\$47,665	\$49,186	\$50,722	\$52,274	\$53,841	\$55,424
13	\$47,257	\$48,832	\$50,422	\$52,028	\$53,650	\$55,289	\$56,944	\$58,615
14	\$50,274	\$51,949	\$53,640	\$55,348	\$57,073	\$58,816	\$60,576	\$62,353
15	\$54,369	\$56,184	\$58,017	\$59,868	\$61,738	\$63,627	\$65,535	\$67,461
16	\$59,044	\$61,012	\$62,999	\$65,006	\$67,034	\$69,081	\$71,149	\$73,238
17	\$63,723	\$65,853	\$68,004	\$70,177	\$72,372	\$74,589	\$76,827	\$79,089
18	\$69,276	\$71,589	\$73,924	\$76,283	\$78,666	\$81,072	\$83,502	\$85,957
19	\$75,124	\$77,628	\$80,156	\$82,710	\$85,289	\$87,895	\$90,526	\$93,183
20	\$81,850	\$84,577	\$87,332	\$90,114	\$92,924	\$95,762	\$98,629	\$101,524
21	\$88,865	\$91,826	\$94,817	\$97,838	\$100,889	\$103,971	\$107,083	\$110,226
22	\$97,046	\$100,280	\$103,546	\$106,844	\$110,176	\$113,541	\$116,939	\$120,372

Group	9	10	11	12	13	14	15	16
8	\$47,860	\$49,215	\$50,584	\$51,967	\$53,363	\$54,774	\$56,198	\$57,637
9	\$49,589	\$50,987	\$52,400	\$53,826	\$55,267	\$56,722	\$58,191	\$59,675
10	\$51,687	\$53,149	\$54,626	\$56,118	\$57,625	\$59,147	\$60,684	\$62,236
11	\$54,153	\$55,680	\$57,222	\$58,779	\$60,352	\$61,941	\$63,545	\$65,166
12	\$57,023	\$58,637	\$60,268	\$61,915	\$63,579	\$65,259	\$66,956	\$68,670
13	\$60,303	\$62,008	\$63,730	\$65,470	\$67,226	\$69,000	\$70,792	\$72,602
14	\$64,148	\$65,962	\$67,793	\$69,643	\$71,511	\$73,398	\$75,303	\$77,228
15	\$69,407	\$71,373	\$73,358	\$75,363	\$77,388	\$79,433	\$81,498	\$83,585
16	\$75,347	\$77,478	\$79,630	\$81,803	\$83,999	\$86,216	\$88,455	\$90,717
17	\$81,372	\$83,679	\$86,009	\$88,362	\$90,738	\$93,138	\$95,563	\$98,011
18	\$88,436	\$90,940	\$93,469	\$96,024	\$98,603	\$101,209	\$103,841	\$106,499
19	\$95,867	\$98,578	\$101,316	\$104,081	\$106,874	\$109,695	\$112,545	\$115,422
20	\$104,448	\$107,402	\$110,385	\$113,398	\$116,441	\$119,514	\$122,618	\$125,753
21	\$113,401	\$116,608	\$119,847	\$123,118	\$126,422	\$129,759	\$133,129	\$136,533
22	\$123,839	\$127,340	\$130,877	\$134,449	\$138,057	\$141,700	\$145,381	\$149,097

Group	17	18	19	20	21	22	23	AI Value	At Max Lump Sum
8	\$59,090	\$60,558	\$62,040	\$63,538	\$65,050	\$66,577	\$68,120	\$1,392	\$1,153
9	\$61,175	\$62,689	\$64,218	\$65,762	\$67,322	\$68,898	\$70,489	\$1,436	\$1,153
10	\$63,804	\$65,388	\$66,987	\$68,603	\$70,234	\$71,882	\$73,547	\$1,502	\$1,153
11	\$66,803	\$68,456	\$70,126	\$71,812	\$73,515	\$75,235	\$76,973	\$1,568	\$1,268
12	\$70,401	\$72,149	\$73,915	\$75,699	\$77,500	\$79,320	\$81,157	\$1,659	\$1,268
13	\$74,430	\$76,277	\$78,141	\$80,025	\$81,927	\$83,848	\$85,789	\$1,751	\$1,384
14	\$79,172	\$81,135	\$83,118	\$85,121	\$87,144	\$89,187	\$91,251	\$1,863	\$1,384
15	\$85,692	\$87,820	\$89,970	\$92,141	\$94,333	\$96,548	\$98,785	\$2,019	\$1,499
16	\$93,001	\$95,308	\$97,639	\$99,992	\$102,369	\$104,770	\$107,195	\$2,189	\$1,499
17	\$100,484	\$102,982	\$105,505	\$108,053	\$110,626	\$113,225	\$115,850	\$2,369	\$1,613
18	\$109,184	\$111,895	\$114,634	\$117,400	\$120,193	\$123,015	\$125,865	\$2,572	\$1,613
19	\$118,329	\$121,264	\$124,229	\$127,224	\$130,248	\$133,303	\$136,388	\$2,785	\$1,729
20	\$128,920	\$132,118	\$135,348	\$138,610	\$141,905	\$145,233	\$148,595	\$3,034	\$1,729
21	\$139,971	\$143,443	\$146,950	\$150,493	\$154,070	\$157,684	\$161,333	\$3,294	\$1,729
22	\$152,852	\$156,643	\$160,473	\$164,341	\$168,247	\$172,193	\$176,178	\$3,597	\$1,729

FY23 12-month Administrators, Counselors, and Librarians

Group	Step							
	1	2	3	4	5	6	7	8
8	\$38,425	\$39,708	\$41,004	\$42,313	\$43,635	\$44,970	\$46,318	\$47,680
9	\$39,863	\$41,186	\$42,523	\$43,873	\$45,237	\$46,614	\$48,005	\$49,410
10	\$41,509	\$42,893	\$44,292	\$45,704	\$47,130	\$48,570	\$50,025	\$51,495
11	\$43,534	\$44,979	\$46,438	\$47,913	\$49,401	\$50,905	\$52,424	\$53,958
12	\$45,785	\$47,313	\$48,857	\$50,416	\$51,990	\$53,581	\$55,187	\$56,810
13	\$48,438	\$50,052	\$51,682	\$53,329	\$54,992	\$56,671	\$58,367	\$60,080
14	\$51,531	\$53,248	\$54,981	\$56,732	\$58,500	\$60,286	\$62,090	\$63,912
15	\$55,728	\$57,588	\$59,467	\$61,365	\$63,282	\$65,218	\$67,173	\$69,148
16	\$60,520	\$62,537	\$64,574	\$66,631	\$68,709	\$70,808	\$72,928	\$75,069
17	\$65,316	\$67,499	\$69,704	\$71,932	\$74,181	\$76,453	\$78,748	\$81,066
18	\$71,008	\$73,379	\$75,773	\$78,190	\$80,632	\$83,099	\$85,590	\$88,106
19	\$77,003	\$79,569	\$82,160	\$84,778	\$87,422	\$90,092	\$92,789	\$95,513
20	\$83,896	\$86,692	\$89,515	\$92,367	\$95,247	\$98,157	\$101,095	\$104,062
21	\$91,087	\$94,122	\$97,188	\$100,284	\$103,411	\$106,570	\$109,760	\$112,982
22	\$99,472	\$102,787	\$106,134	\$109,515	\$112,930	\$116,379	\$119,863	\$123,381

Group	9	10	11	12	13	14	15	16
8	\$49,056	\$50,445	\$51,849	\$53,266	\$54,697	\$56,143	\$57,603	\$59,078
9	\$50,829	\$52,262	\$53,710	\$55,172	\$56,648	\$58,140	\$59,646	\$61,167
10	\$52,979	\$54,478	\$55,992	\$57,521	\$59,066	\$60,625	\$62,201	\$63,792
11	\$55,507	\$57,072	\$58,653	\$60,249	\$61,861	\$63,489	\$65,134	\$66,795
12	\$58,448	\$60,103	\$61,775	\$63,463	\$65,168	\$66,890	\$68,630	\$70,387
13	\$61,811	\$63,558	\$65,323	\$67,106	\$68,907	\$70,725	\$72,562	\$74,417
14	\$65,752	\$67,611	\$69,488	\$71,384	\$73,298	\$75,232	\$77,186	\$79,159
15	\$71,143	\$73,157	\$75,192	\$77,247	\$79,322	\$81,419	\$83,536	\$85,674
16	\$77,231	\$79,415	\$81,621	\$83,848	\$86,099	\$88,371	\$90,666	\$92,985
17	\$83,407	\$85,771	\$88,159	\$90,571	\$93,007	\$95,467	\$97,952	\$100,462
18	\$90,647	\$93,214	\$95,806	\$98,424	\$101,069	\$103,739	\$106,437	\$109,161
19	\$98,264	\$101,043	\$103,849	\$106,684	\$109,546	\$112,438	\$115,358	\$118,308
20	\$107,060	\$110,087	\$113,144	\$116,233	\$119,352	\$122,502	\$125,683	\$128,897
21	\$116,236	\$119,523	\$122,843	\$126,196	\$129,582	\$133,003	\$136,457	\$139,946
22	\$126,935	\$130,524	\$134,149	\$137,810	\$141,508	\$145,243	\$149,015	\$152,825

Group	17	18	19	20	21	22	23	AI Value	At Max Lump Value
8	\$60,567	\$62,072	\$63,591	\$65,126	\$66,676	\$68,242	\$69,823	\$1,427	1182
9	\$62,704	\$64,256	\$65,823	\$67,406	\$69,005	\$70,620	\$72,252	\$1,472	1182
10	\$65,399	\$67,023	\$68,662	\$70,318	\$71,990	\$73,679	\$75,385	\$1,540	1182
11	\$68,473	\$70,167	\$71,879	\$73,607	\$75,353	\$77,116	\$78,897	\$1,607	1300
12	\$72,161	\$73,953	\$75,763	\$77,591	\$79,438	\$81,303	\$83,186	\$1,700	1300
13	\$76,291	\$78,183	\$80,095	\$82,025	\$83,975	\$85,944	\$87,933	\$1,795	1419
14	\$81,151	\$83,164	\$85,196	\$87,249	\$89,323	\$91,417	\$93,532	\$1,909	1419
15	\$87,834	\$90,016	\$92,219	\$94,444	\$96,692	\$98,962	\$101,254	\$2,069	1536
16	\$95,326	\$97,691	\$100,080	\$102,492	\$104,929	\$107,389	\$109,875	\$2,243	1536
17	\$102,996	\$105,557	\$108,142	\$110,754	\$113,392	\$116,056	\$118,747	\$2,429	1653
18	\$111,913	\$114,692	\$117,499	\$120,335	\$123,198	\$126,090	\$129,011	\$2,636	1653
19	\$121,287	\$124,296	\$127,335	\$130,404	\$133,504	\$136,635	\$139,798	\$2,854	1733
20	\$132,143	\$135,421	\$138,732	\$142,076	\$145,453	\$148,864	\$152,310	\$3,110	1733
21	\$143,470	\$147,029	\$150,624	\$154,255	\$157,922	\$161,626	\$165,366	\$3,376	1733
22	\$156,673	\$160,559	\$164,485	\$168,449	\$172,454	\$176,498	\$180,583	\$3,687	1733

FY24 12-month Administrators, Counselors, and Librarians

Group	Step 1	2	3	4	5	6	7	8
8	\$39,386	\$40,701	\$42,029	\$43,371	\$44,726	\$46,094	\$47,476	\$48,872
9	\$40,859	\$42,216	\$43,586	\$44,970	\$46,368	\$47,779	\$49,205	\$50,645
10	\$42,547	\$43,966	\$45,399	\$46,846	\$48,308	\$49,785	\$51,276	\$52,782
11	\$44,622	\$46,103	\$47,599	\$49,110	\$50,636	\$52,178	\$53,735	\$55,307
12	\$46,929	\$48,496	\$50,078	\$51,676	\$53,290	\$54,920	\$56,567	\$58,230
13	\$49,649	\$51,304	\$52,974	\$54,662	\$56,366	\$58,088	\$59,826	\$61,582
14	\$52,820	\$54,579	\$56,356	\$58,150	\$59,963	\$61,793	\$63,642	\$65,510
15	\$57,121	\$59,028	\$60,954	\$62,899	\$64,864	\$66,848	\$68,852	\$70,877
16	\$62,033	\$64,101	\$66,188	\$68,297	\$70,427	\$72,578	\$74,751	\$76,945
17	\$66,949	\$69,187	\$71,447	\$73,730	\$76,036	\$78,365	\$80,717	\$83,092
18	\$72,784	\$75,213	\$77,667	\$80,145	\$82,648	\$85,176	\$87,730	\$90,309
19	\$78,928	\$81,558	\$84,214	\$86,897	\$89,607	\$92,344	\$95,109	\$97,901
20	\$85,993	\$88,859	\$91,753	\$94,676	\$97,629	\$100,610	\$103,622	\$106,664
21	\$93,364	\$96,475	\$99,617	\$102,791	\$105,997	\$109,234	\$112,504	\$115,807
22	\$101,959	\$105,356	\$108,788	\$112,253	\$115,754	\$119,289	\$122,860	\$126,466

Group	9	10	11	12	13	14	15	16
8	\$50,282	\$51,706	\$53,145	\$54,597	\$56,065	\$57,547	\$59,043	\$60,555
9	\$52,100	\$53,569	\$55,052	\$56,551	\$58,064	\$59,593	\$61,137	\$62,697
10	\$54,303	\$55,840	\$57,392	\$58,959	\$60,542	\$62,141	\$63,756	\$65,387
11	\$56,895	\$58,499	\$60,119	\$61,755	\$63,408	\$65,077	\$66,762	\$68,465
12	\$59,909	\$61,606	\$63,319	\$65,050	\$66,797	\$68,563	\$70,346	\$72,146
13	\$63,356	\$65,147	\$66,957	\$68,784	\$70,629	\$72,494	\$74,376	\$76,278
14	\$67,396	\$69,301	\$71,225	\$73,168	\$75,131	\$77,113	\$79,115	\$81,138
15	\$72,921	\$74,986	\$77,072	\$79,178	\$81,305	\$83,454	\$85,624	\$87,816
16	\$79,162	\$81,400	\$83,661	\$85,945	\$88,251	\$90,580	\$92,933	\$95,309
17	\$85,492	\$87,915	\$90,363	\$92,835	\$95,332	\$97,854	\$100,401	\$102,973
18	\$92,913	\$95,544	\$98,201	\$100,885	\$103,595	\$106,333	\$109,098	\$111,890
19	\$100,721	\$103,569	\$106,445	\$109,351	\$112,285	\$115,249	\$118,242	\$121,266
20	\$109,736	\$112,839	\$115,973	\$119,138	\$122,335	\$125,564	\$128,826	\$132,119
21	\$119,142	\$122,511	\$125,914	\$129,351	\$132,822	\$136,328	\$139,869	\$143,445
22	\$130,108	\$133,787	\$137,503	\$141,255	\$145,046	\$148,874	\$152,740	\$156,646

Group	17	18	19	20	21	22	23	AI Value	At Max Lump Value
8	\$62,082	\$63,624	\$65,181	\$66,754	\$68,343	\$69,948	\$71,568	\$1,463	1212
9	\$64,272	\$65,862	\$67,469	\$69,092	\$70,731	\$72,386	\$74,058	\$1,509	1212
10	\$67,034	\$68,698	\$70,379	\$72,076	\$73,790	\$75,521	\$77,270	\$1,578	1212
11	\$70,185	\$71,921	\$73,676	\$75,447	\$77,237	\$79,044	\$80,870	\$1,648	1333
12	\$73,965	\$75,802	\$77,657	\$79,531	\$81,424	\$83,335	\$85,266	\$1,743	1333
13	\$78,198	\$80,138	\$82,097	\$84,076	\$86,074	\$88,093	\$90,132	\$1,840	1454
14	\$83,180	\$85,243	\$87,326	\$89,431	\$91,556	\$93,703	\$95,871	\$1,957	1454
15	\$90,030	\$92,266	\$94,524	\$96,805	\$99,109	\$101,436	\$103,786	\$2,121	1574
16	\$97,709	\$100,133	\$102,582	\$105,054	\$107,552	\$110,074	\$112,622	\$2,299	1574
17	\$105,571	\$108,195	\$110,846	\$113,523	\$116,227	\$118,957	\$121,715	\$2,489	1694
18	\$114,711	\$117,560	\$120,437	\$123,343	\$126,278	\$129,242	\$132,236	\$2,702	1694
19	\$124,319	\$127,403	\$130,518	\$133,664	\$136,842	\$140,051	\$143,293	\$2,926	1776
20	\$135,446	\$138,806	\$142,200	\$145,627	\$149,089	\$152,586	\$156,117	\$3,187	1776
21	\$147,057	\$150,705	\$154,390	\$158,111	\$161,870	\$165,666	\$169,501	\$3,461	1776
22	\$160,590	\$164,573	\$168,597	\$172,661	\$176,765	\$180,910	\$185,097	\$3,779	1776

FY22 11-month Administrators, Counselors, and Librarians

Group	Step							
	1	2	3	4	5	6	7	8
8	\$34,365	\$35,511	\$36,667	\$37,836	\$39,015	\$40,207	\$41,411	\$42,626
9	\$35,649	\$36,833	\$38,028	\$39,236	\$40,455	\$41,687	\$42,931	\$44,187
10	\$37,122	\$38,361	\$39,612	\$40,875	\$42,151	\$43,440	\$44,742	\$46,057
11	\$38,933	\$40,225	\$41,531	\$42,849	\$44,181	\$45,525	\$46,884	\$48,256
12	\$40,946	\$42,313	\$43,693	\$45,088	\$46,496	\$47,919	\$49,356	\$50,807
13	\$43,319	\$44,762	\$46,221	\$47,694	\$49,181	\$50,684	\$52,201	\$53,734
14	\$46,084	\$47,619	\$49,170	\$50,736	\$52,317	\$53,914	\$55,528	\$57,157
15	\$49,840	\$51,501	\$53,179	\$54,873	\$56,585	\$58,314	\$60,060	\$61,823
16	\$54,124	\$55,928	\$57,750	\$59,590	\$61,449	\$63,326	\$65,222	\$67,137
17	\$58,414	\$60,365	\$62,336	\$64,326	\$66,336	\$68,367	\$70,417	\$72,489
18	\$63,503	\$65,623	\$67,765	\$69,928	\$72,112	\$74,319	\$76,547	\$78,798
19	\$68,865	\$71,161	\$73,480	\$75,822	\$78,187	\$80,576	\$82,989	\$85,426
20	\$75,028	\$77,529	\$80,055	\$82,607	\$85,184	\$87,787	\$90,416	\$93,071
21	\$81,460	\$84,174	\$86,916	\$89,684	\$92,481	\$95,305	\$98,158	\$101,039
22	\$88,959	\$91,923	\$94,916	\$97,939	\$100,992	\$104,076	\$107,191	\$110,337

Group	9	10	11	12	13	14	15	16
8	\$43,854	\$45,094	\$46,347	\$47,612	\$48,890	\$50,180	\$51,483	\$52,800
9	\$45,456	\$46,738	\$48,033	\$49,340	\$50,661	\$51,994	\$53,341	\$54,702
10	\$47,385	\$48,726	\$50,080	\$51,449	\$52,830	\$54,226	\$55,636	\$57,059
11	\$49,641	\$51,041	\$52,454	\$53,882	\$55,323	\$56,780	\$58,250	\$59,736
12	\$52,272	\$53,753	\$55,248	\$56,758	\$58,283	\$59,823	\$61,379	\$62,950
13	\$55,282	\$56,846	\$58,425	\$60,020	\$61,630	\$63,257	\$64,901	\$66,560
14	\$58,803	\$60,465	\$62,144	\$63,840	\$65,552	\$67,282	\$69,029	\$70,793
15	\$63,604	\$65,403	\$67,220	\$69,055	\$70,909	\$72,781	\$74,671	\$76,581
16	\$69,072	\$71,025	\$72,998	\$74,991	\$77,004	\$79,036	\$81,089	\$83,163
17	\$74,581	\$76,693	\$78,827	\$80,983	\$83,159	\$85,358	\$87,579	\$89,821
18	\$81,071	\$83,367	\$85,686	\$88,028	\$90,393	\$92,782	\$95,195	\$97,633
19	\$87,888	\$90,374	\$92,885	\$95,421	\$97,983	\$100,570	\$103,183	\$105,822
20	\$95,752	\$98,461	\$101,197	\$103,959	\$106,750	\$109,568	\$112,415	\$115,290
21	\$103,949	\$106,889	\$109,857	\$112,855	\$115,884	\$118,942	\$122,031	\$125,151
22	\$113,514	\$116,723	\$119,964	\$123,238	\$126,544	\$129,883	\$133,256	\$136,663

Group	17	18	19	20	21	22	23	AI Value	At Max Lump Value
8	\$54,129	\$55,472	\$56,829	\$58,198	\$59,582	\$60,979	\$62,391	\$1,274	\$1,153
9	\$56,076	\$57,464	\$58,866	\$60,282	\$61,712	\$63,156	\$64,615	\$1,317	\$1,153
10	\$58,497	\$59,950	\$61,416	\$62,898	\$64,394	\$65,905	\$67,432	\$1,378	\$1,153
11	\$61,236	\$62,752	\$64,282	\$65,828	\$67,389	\$68,966	\$70,559	\$1,438	\$1,268
12	\$64,538	\$66,140	\$67,759	\$69,395	\$71,046	\$72,714	\$74,399	\$1,521	\$1,268
13	\$68,237	\$69,930	\$71,640	\$73,367	\$75,111	\$76,873	\$78,652	\$1,606	\$1,384
14	\$72,575	\$74,375	\$76,193	\$78,029	\$79,884	\$81,757	\$83,649	\$1,707	\$1,384
15	\$78,510	\$80,458	\$82,425	\$84,412	\$86,419	\$88,446	\$90,494	\$1,848	\$1,499
16	\$85,258	\$87,373	\$89,509	\$91,667	\$93,847	\$96,048	\$98,271	\$2,007	\$1,499
17	\$92,087	\$94,375	\$96,685	\$99,019	\$101,376	\$103,757	\$106,162	\$2,170	\$1,613
18	\$100,094	\$102,580	\$105,091	\$107,627	\$110,189	\$112,776	\$115,389	\$2,358	\$1,613
19	\$108,488	\$111,180	\$113,899	\$116,645	\$119,419	\$122,220	\$125,050	\$2,554	\$1,729
20	\$118,194	\$121,127	\$124,089	\$127,081	\$130,103	\$133,155	\$136,238	\$2,782	\$1,729
21	\$128,302	\$131,485	\$134,700	\$137,946	\$141,225	\$144,537	\$147,882	\$3,019	\$1,729
22	\$140,103	\$143,578	\$147,088	\$150,633	\$154,213	\$157,829	\$161,481	\$3,296	\$1,729

FY23 – 11-month Administrators, Counselors, and Librarians

Group	Step							
	1	2	3	4	5	6	7	8
8	\$35,225	\$36,398	\$37,584	\$38,781	\$39,991	\$41,212	\$42,446	\$43,692
9	\$36,540	\$37,753	\$38,979	\$40,216	\$41,466	\$42,729	\$44,004	\$45,292
10	\$38,051	\$39,320	\$40,602	\$41,897	\$43,205	\$44,526	\$45,861	\$47,208
11	\$39,906	\$41,231	\$42,569	\$43,920	\$45,285	\$46,664	\$48,056	\$49,462
12	\$41,969	\$43,371	\$44,786	\$46,215	\$47,659	\$49,117	\$50,590	\$52,077
13	\$44,401	\$45,881	\$47,376	\$48,886	\$50,411	\$51,951	\$53,506	\$55,077
14	\$47,237	\$48,810	\$50,399	\$52,004	\$53,625	\$55,262	\$56,916	\$58,586
15	\$51,086	\$52,788	\$54,508	\$56,245	\$58,000	\$59,772	\$61,561	\$63,369
16	\$55,477	\$57,326	\$59,194	\$61,080	\$62,985	\$64,909	\$66,853	\$68,816
17	\$59,874	\$61,874	\$63,894	\$65,934	\$67,995	\$70,076	\$72,178	\$74,301
18	\$65,091	\$67,264	\$69,459	\$71,676	\$73,915	\$76,177	\$78,461	\$80,768
19	\$70,586	\$72,940	\$75,317	\$77,717	\$80,142	\$82,591	\$85,064	\$87,562
20	\$76,904	\$79,467	\$82,057	\$84,672	\$87,314	\$89,981	\$92,676	\$95,397
21	\$83,496	\$86,279	\$89,089	\$91,927	\$94,793	\$97,688	\$100,612	\$103,565
22	\$91,183	\$94,221	\$97,289	\$100,388	\$103,517	\$106,678	\$109,871	\$113,095

Group	9	10	11	12	13	14	15	16
8	\$44,951	\$46,222	\$47,506	\$48,802	\$50,112	\$51,435	\$52,771	\$54,120
9	\$46,593	\$47,906	\$49,233	\$50,574	\$51,927	\$53,294	\$54,675	\$56,070
10	\$48,569	\$49,944	\$51,332	\$52,735	\$54,151	\$55,582	\$57,026	\$58,486
11	\$50,882	\$52,317	\$53,765	\$55,229	\$56,706	\$58,199	\$59,707	\$61,229
12	\$53,579	\$55,096	\$56,629	\$58,177	\$59,740	\$61,319	\$62,914	\$64,524
13	\$56,664	\$58,267	\$59,885	\$61,520	\$63,171	\$64,839	\$66,523	\$68,224
14	\$60,273	\$61,977	\$63,698	\$65,436	\$67,191	\$68,964	\$70,755	\$72,563
15	\$65,195	\$67,038	\$68,901	\$70,782	\$72,682	\$74,600	\$76,538	\$78,496
16	\$70,798	\$72,801	\$74,823	\$76,866	\$78,929	\$81,012	\$83,117	\$85,242
17	\$76,445	\$78,611	\$80,798	\$83,007	\$85,238	\$87,492	\$89,768	\$92,067
18	\$83,098	\$85,451	\$87,828	\$90,228	\$92,653	\$95,102	\$97,575	\$100,073
19	\$90,085	\$92,634	\$95,207	\$97,807	\$100,432	\$103,084	\$105,763	\$108,468
20	\$98,146	\$100,922	\$103,726	\$106,558	\$109,419	\$112,308	\$115,226	\$118,173
21	\$106,548	\$109,561	\$112,604	\$115,677	\$118,781	\$121,916	\$125,082	\$128,280
22	\$116,352	\$119,641	\$122,963	\$126,319	\$129,708	\$133,131	\$136,588	\$140,079

Group	17	18	19	20	21	22	23	AI Value	At Max Lump Value
8	\$55,483	\$56,859	\$58,249	\$59,653	\$61,072	\$62,504	\$63,950	\$1,306	1182
9	\$57,478	\$58,901	\$60,338	\$61,789	\$63,255	\$64,735	\$66,230	\$1,350	1182
10	\$59,960	\$61,448	\$62,952	\$64,470	\$66,004	\$67,553	\$69,118	\$1,412	1182
11	\$62,767	\$64,321	\$65,889	\$67,474	\$69,074	\$70,690	\$72,323	\$1,473	1300
12	\$66,151	\$67,794	\$69,453	\$71,129	\$72,822	\$74,532	\$76,259	\$1,559	1300
13	\$69,943	\$71,678	\$73,431	\$75,201	\$76,989	\$78,795	\$80,619	\$1,646	1419
14	\$74,390	\$76,235	\$78,098	\$79,980	\$81,881	\$83,801	\$85,740	\$1,750	1419
15	\$80,473	\$82,469	\$84,486	\$86,523	\$88,580	\$90,658	\$92,756	\$1,894	1536
16	\$87,389	\$89,557	\$91,747	\$93,959	\$96,193	\$98,449	\$100,728	\$2,057	1536
17	\$94,389	\$96,734	\$99,102	\$101,495	\$103,911	\$106,351	\$108,816	\$2,225	1653
18	\$102,596	\$105,145	\$107,719	\$110,318	\$112,944	\$115,595	\$118,274	\$2,417	1653
19	\$111,200	\$113,959	\$116,746	\$119,561	\$122,404	\$125,276	\$128,176	\$2,618	1733
20	\$121,149	\$124,155	\$127,192	\$130,258	\$133,356	\$136,484	\$139,643	\$2,852	1733
21	\$131,510	\$134,772	\$138,067	\$141,395	\$144,756	\$148,151	\$151,579	\$3,095	1733
22	\$143,606	\$147,168	\$150,765	\$154,399	\$158,068	\$161,775	\$165,518	\$3,379	1733

FY24 – 11-month Administrators, Counselors, and Librarians

Group	Step							
	1	2	3	4	5	6	7	8
8	\$36,105	\$37,308	\$38,524	\$39,751	\$40,991	\$42,243	\$43,507	\$44,784
9	\$37,454	\$38,697	\$39,953	\$41,222	\$42,503	\$43,797	\$45,104	\$46,424
10	\$39,002	\$40,303	\$41,617	\$42,945	\$44,285	\$45,639	\$47,007	\$48,388
11	\$40,904	\$42,262	\$43,633	\$45,018	\$46,417	\$47,830	\$49,257	\$50,698
12	\$43,019	\$44,455	\$45,905	\$47,371	\$48,850	\$50,345	\$51,854	\$53,379
13	\$45,512	\$47,028	\$48,561	\$50,108	\$51,671	\$53,250	\$54,844	\$56,454
14	\$48,417	\$50,030	\$51,659	\$53,304	\$54,966	\$56,644	\$58,339	\$60,051
15	\$52,363	\$54,108	\$55,871	\$57,651	\$59,450	\$61,266	\$63,100	\$64,953
16	\$56,864	\$58,759	\$60,674	\$62,607	\$64,560	\$66,532	\$68,524	\$70,536
17	\$61,371	\$63,421	\$65,491	\$67,583	\$69,695	\$71,828	\$73,982	\$76,158
18	\$66,718	\$68,946	\$71,195	\$73,468	\$75,763	\$78,081	\$80,422	\$82,787
19	\$72,351	\$74,763	\$77,199	\$79,660	\$82,145	\$84,655	\$87,191	\$89,751
20	\$78,826	\$81,454	\$84,108	\$86,789	\$89,496	\$92,231	\$94,993	\$97,782
21	\$85,584	\$88,436	\$91,316	\$94,225	\$97,163	\$100,130	\$103,127	\$106,155
22	\$93,463	\$96,576	\$99,721	\$102,897	\$106,105	\$109,345	\$112,617	\$115,923

Group	9	10	11	12	13	14	15	16
8	\$46,074	\$47,377	\$48,693	\$50,022	\$51,365	\$52,720	\$54,090	\$55,473
9	\$47,758	\$49,104	\$50,464	\$51,838	\$53,225	\$54,627	\$56,042	\$57,471
10	\$49,784	\$51,193	\$52,616	\$54,053	\$55,505	\$56,971	\$58,452	\$59,948
11	\$52,154	\$53,624	\$55,109	\$56,609	\$58,124	\$59,654	\$61,199	\$62,760
12	\$54,919	\$56,474	\$58,045	\$59,631	\$61,233	\$62,852	\$64,486	\$66,137
13	\$58,081	\$59,723	\$61,382	\$63,058	\$64,751	\$66,460	\$68,186	\$69,930
14	\$61,780	\$63,526	\$65,290	\$67,072	\$68,871	\$70,688	\$72,523	\$74,377
15	\$66,824	\$68,714	\$70,623	\$72,551	\$74,499	\$76,465	\$78,452	\$80,458
16	\$72,568	\$74,621	\$76,694	\$78,787	\$80,902	\$83,038	\$85,195	\$87,373
17	\$78,356	\$80,576	\$82,818	\$85,082	\$87,369	\$89,679	\$92,012	\$94,369
18	\$85,175	\$87,587	\$90,023	\$92,484	\$94,969	\$97,479	\$100,015	\$102,575
19	\$92,337	\$94,949	\$97,588	\$100,252	\$102,943	\$105,661	\$108,407	\$111,179
20	\$100,600	\$103,445	\$106,320	\$109,222	\$112,154	\$115,115	\$118,106	\$121,127
21	\$109,212	\$112,300	\$115,419	\$118,569	\$121,750	\$124,964	\$128,209	\$131,487
22	\$119,261	\$122,632	\$126,037	\$129,477	\$132,950	\$136,459	\$140,002	\$143,581

Group	17	18	19	20	21	22	23	AI Value	At Max Lump Value
8	\$56,870	\$58,281	\$59,706	\$61,145	\$62,598	\$64,066	\$65,549	\$1,338	1212
9	\$58,915	\$60,373	\$61,846	\$63,334	\$64,836	\$66,353	\$67,886	\$1,383	1212
10	\$61,459	\$62,984	\$64,526	\$66,082	\$67,654	\$69,242	\$70,845	\$1,447	1212
11	\$64,336	\$65,929	\$67,537	\$69,161	\$70,801	\$72,458	\$74,131	\$1,510	1333
12	\$67,805	\$69,489	\$71,190	\$72,908	\$74,643	\$76,395	\$78,165	\$1,598	1333
13	\$71,691	\$73,470	\$75,267	\$77,081	\$78,914	\$80,765	\$82,634	\$1,687	1454
14	\$76,250	\$78,141	\$80,051	\$81,980	\$83,928	\$85,896	\$87,883	\$1,794	1454
15	\$82,484	\$84,531	\$86,598	\$88,686	\$90,794	\$92,924	\$95,075	\$1,941	1574
16	\$89,574	\$91,796	\$94,041	\$96,308	\$98,598	\$100,910	\$103,246	\$2,108	1574
17	\$96,749	\$99,152	\$101,580	\$104,032	\$106,509	\$109,010	\$111,536	\$2,280	1694
18	\$105,161	\$107,773	\$110,412	\$113,076	\$115,767	\$118,485	\$121,231	\$2,478	1694
19	\$113,980	\$116,808	\$119,665	\$122,550	\$125,464	\$128,408	\$131,380	\$2,683	1776
20	\$124,178	\$127,259	\$130,371	\$133,515	\$136,689	\$139,896	\$143,135	\$2,923	1776
21	\$134,798	\$138,142	\$141,519	\$144,930	\$148,375	\$151,855	\$155,369	\$3,172	1776
22	\$147,196	\$150,847	\$154,534	\$158,259	\$162,020	\$165,819	\$169,656	\$3,463	1776

FY22 – 10-month Administrators, Counselors, Librarians

Step								
Group	1	2	3	4	5	6	7	8
8	\$31,242	\$32,281	\$33,332	\$34,392	\$35,464	\$36,546	\$37,638	\$38,742
9	\$32,409	\$33,484	\$34,569	\$35,666	\$36,773	\$37,892	\$39,022	\$40,163
10	\$33,746	\$34,873	\$36,010	\$37,160	\$38,320	\$39,493	\$40,677	\$41,873
11	\$35,392	\$36,569	\$37,758	\$38,959	\$40,171	\$41,396	\$42,633	\$43,883
12	\$37,223	\$38,466	\$39,722	\$40,990	\$42,270	\$43,564	\$44,870	\$46,189
13	\$39,380	\$40,692	\$42,017	\$43,356	\$44,708	\$46,073	\$47,452	\$48,845
14	\$41,894	\$43,290	\$44,699	\$46,123	\$47,561	\$49,013	\$50,480	\$51,961
15	\$45,308	\$46,820	\$48,347	\$49,889	\$51,447	\$53,021	\$54,610	\$56,215
16	\$49,203	\$50,843	\$52,500	\$54,173	\$55,863	\$57,571	\$59,295	\$61,036
17	\$53,104	\$54,877	\$56,668	\$58,477	\$60,304	\$62,149	\$64,013	\$65,896
18	\$57,730	\$59,656	\$61,601	\$63,566	\$65,550	\$67,554	\$69,578	\$71,622
19	\$62,604	\$64,690	\$66,797	\$68,925	\$71,075	\$73,246	\$75,438	\$77,653
20	\$68,208	\$70,481	\$72,777	\$75,095	\$77,437	\$79,802	\$82,191	\$84,604
21	\$74,053	\$76,522	\$79,016	\$81,535	\$84,080	\$86,649	\$89,245	\$91,866
22	\$80,871	\$83,567	\$86,290	\$89,039	\$91,817	\$94,622	\$97,455	\$100,316

Group	9	10	11	12	13	14	15	16
8	\$39,857	\$40,983	\$42,120	\$43,269	\$44,429	\$45,601	\$46,784	\$47,979
9	\$41,315	\$42,479	\$43,655	\$44,842	\$46,042	\$47,253	\$48,476	\$49,712
10	\$43,080	\$44,300	\$45,532	\$46,777	\$48,034	\$49,303	\$50,585	\$51,880
11	\$45,145	\$46,419	\$47,707	\$49,007	\$50,320	\$51,646	\$52,986	\$54,339
12	\$47,522	\$48,868	\$50,227	\$51,600	\$52,987	\$54,388	\$55,802	\$57,231
13	\$50,252	\$51,673	\$53,108	\$54,557	\$56,021	\$57,499	\$58,993	\$60,501
14	\$53,458	\$54,969	\$56,495	\$58,037	\$59,594	\$61,166	\$62,755	\$64,359
15	\$57,836	\$59,473	\$61,126	\$62,797	\$64,483	\$66,187	\$67,908	\$69,646
16	\$62,795	\$64,571	\$66,365	\$68,177	\$70,007	\$71,856	\$73,723	\$75,608
17	\$67,797	\$69,717	\$71,656	\$73,615	\$75,594	\$77,592	\$79,610	\$81,648
18	\$73,687	\$75,773	\$77,879	\$80,006	\$82,155	\$84,325	\$86,517	\$88,731
19	\$79,890	\$82,149	\$84,430	\$86,735	\$89,062	\$91,413	\$93,787	\$96,185
20	\$87,040	\$89,502	\$91,987	\$94,498	\$97,034	\$99,595	\$102,182	\$104,794
21	\$94,514	\$97,188	\$99,888	\$102,616	\$105,371	\$108,154	\$110,964	\$113,803
22	\$103,206	\$106,125	\$109,073	\$112,051	\$115,058	\$118,096	\$121,164	\$124,262

Group	17	18	19	20	21	22	Avg AI Value	At Max Lump Value
8	\$49,186	\$50,406	\$51,637	\$52,881	\$54,137	\$55,406	\$1,151	\$1,153
9	\$50,960	\$52,220	\$53,494	\$54,779	\$56,078	\$57,390	\$1,190	\$1,153
10	\$53,188	\$54,509	\$55,843	\$57,191	\$58,552	\$59,926	\$1,247	\$1,153
11	\$55,706	\$57,086	\$58,480	\$59,888	\$61,310	\$62,746	\$1,303	\$1,268
12	\$58,674	\$60,131	\$61,603	\$63,090	\$64,592	\$66,108	\$1,375	\$1,268
13	\$62,024	\$63,563	\$65,117	\$66,686	\$68,271	\$69,873	\$1,452	\$1,384
14	\$65,979	\$67,615	\$69,268	\$70,937	\$72,623	\$74,326	\$1,544	\$1,384
15	\$71,401	\$73,174	\$74,965	\$76,773	\$78,600	\$80,445	\$1,673	\$1,499
16	\$77,513	\$79,436	\$81,379	\$83,341	\$85,323	\$87,325	\$1,815	\$1,499
17	\$83,707	\$85,786	\$87,886	\$90,007	\$92,150	\$94,314	\$1,962	\$1,613
18	\$90,967	\$93,225	\$95,506	\$97,810	\$100,136	\$102,486	\$2,131	\$1,613
19	\$98,607	\$101,054	\$103,524	\$106,020	\$108,540	\$111,086	\$2,309	\$1,729
20	\$107,433	\$110,098	\$112,790	\$115,509	\$118,254	\$121,028	\$2,515	\$1,729
21	\$116,670	\$119,565	\$122,490	\$125,444	\$128,427	\$131,440	\$2,733	\$1,729
22	\$127,392	\$130,553	\$133,745	\$136,969	\$140,226	\$143,515	\$2,983	\$1,729

FY23 – 10-month Administrators, Counselors, Librarians
Step

Group	1	2	3	4	5	6	7	8
8	\$32,023	\$33,088	\$34,165	\$35,252	\$36,350	\$37,459	\$38,579	\$39,711
9	\$33,219	\$34,321	\$35,434	\$36,558	\$37,693	\$38,839	\$39,997	\$41,167
10	\$34,590	\$35,744	\$36,911	\$38,089	\$39,278	\$40,480	\$41,694	\$42,919
11	\$36,277	\$37,483	\$38,702	\$39,933	\$41,176	\$42,431	\$43,699	\$44,980
12	\$38,154	\$39,428	\$40,715	\$42,014	\$43,327	\$44,653	\$45,992	\$47,344
13	\$40,364	\$41,709	\$43,068	\$44,440	\$45,825	\$47,225	\$48,638	\$50,066
14	\$42,942	\$44,372	\$45,817	\$47,276	\$48,750	\$50,239	\$51,742	\$53,260
15	\$46,441	\$47,991	\$49,556	\$51,137	\$52,733	\$54,346	\$55,975	\$57,620
16	\$50,433	\$52,114	\$53,812	\$55,528	\$57,260	\$59,010	\$60,777	\$62,562
17	\$54,432	\$56,249	\$58,085	\$59,939	\$61,812	\$63,703	\$65,614	\$67,543
18	\$59,173	\$61,147	\$63,141	\$65,155	\$67,189	\$69,243	\$71,317	\$73,413
19	\$64,169	\$66,307	\$68,467	\$70,648	\$72,852	\$75,077	\$77,324	\$79,594
20	\$69,913	\$72,243	\$74,596	\$76,973	\$79,373	\$81,797	\$84,246	\$86,719
21	\$75,904	\$78,435	\$80,992	\$83,574	\$86,182	\$88,816	\$91,476	\$94,163
22	\$82,893	\$85,656	\$88,447	\$91,265	\$94,112	\$96,987	\$99,891	\$102,824

Group	9	10	11	12	13	14	15	16
8	\$40,854	\$42,008	\$43,173	\$44,351	\$45,540	\$46,741	\$47,954	\$49,179
9	\$42,348	\$43,541	\$44,746	\$45,964	\$47,193	\$48,434	\$49,688	\$50,955
10	\$44,157	\$45,408	\$46,671	\$47,946	\$49,234	\$50,536	\$51,850	\$53,177
11	\$46,273	\$47,580	\$48,899	\$50,232	\$51,578	\$52,938	\$54,311	\$55,698
12	\$48,710	\$50,090	\$51,483	\$52,890	\$54,312	\$55,747	\$57,197	\$58,662
13	\$51,508	\$52,964	\$54,435	\$55,921	\$57,421	\$58,937	\$60,468	\$62,014
14	\$54,794	\$56,343	\$57,907	\$59,488	\$61,084	\$62,695	\$64,323	\$65,968
15	\$59,282	\$60,960	\$62,655	\$64,367	\$66,096	\$67,842	\$69,606	\$71,387
16	\$64,365	\$66,185	\$68,024	\$69,882	\$71,758	\$73,652	\$75,566	\$77,499
17	\$69,492	\$71,460	\$73,448	\$75,456	\$77,483	\$79,532	\$81,600	\$83,689
18	\$75,529	\$77,667	\$79,826	\$82,007	\$84,209	\$86,433	\$88,680	\$90,949
19	\$81,887	\$84,202	\$86,541	\$88,903	\$91,289	\$93,698	\$96,132	\$98,590
20	\$89,216	\$91,739	\$94,287	\$96,860	\$99,460	\$102,085	\$104,736	\$107,414
21	\$96,876	\$99,617	\$102,386	\$105,182	\$108,005	\$110,858	\$113,738	\$116,648
22	\$105,786	\$108,778	\$111,800	\$114,852	\$117,935	\$121,048	\$124,193	\$127,369

Group	17	18	19	20	21	22	Avg AI Value	At Max Lump Value
8	\$50,416	\$51,666	\$52,928	\$54,203	\$55,491	\$56,791	\$1,179	1182
9	\$52,234	\$53,526	\$54,831	\$56,149	\$57,480	\$58,824	\$1,219	1182
10	\$54,518	\$55,872	\$57,239	\$58,620	\$60,015	\$61,424	\$1,278	1182
11	\$57,098	\$58,513	\$59,942	\$61,385	\$62,842	\$64,315	\$1,335	1300
12	\$60,141	\$61,635	\$63,144	\$64,667	\$66,207	\$67,761	\$1,410	1300
13	\$63,575	\$65,152	\$66,745	\$68,353	\$69,978	\$71,619	\$1,488	1419
14	\$67,628	\$69,306	\$71,000	\$72,711	\$74,439	\$76,184	\$1,583	1419
15	\$73,186	\$75,003	\$76,839	\$78,693	\$80,565	\$82,456	\$1,715	1536
16	\$79,451	\$81,422	\$83,414	\$85,425	\$87,456	\$89,508	\$1,861	1536
17	\$85,800	\$87,931	\$90,084	\$92,258	\$94,454	\$96,671	\$2,011	1653
18	\$93,241	\$95,556	\$97,894	\$100,255	\$102,640	\$105,048	\$2,185	1653
19	\$101,073	\$103,580	\$106,112	\$108,670	\$111,254	\$113,863	\$2,366	1733
20	\$110,119	\$112,851	\$115,610	\$118,396	\$121,211	\$124,054	\$2,578	1733
21	\$119,586	\$122,554	\$125,552	\$128,580	\$131,638	\$134,726	\$2,801	1733
22	\$130,577	\$133,816	\$137,089	\$140,394	\$143,732	\$147,103	\$3,058	1733

FY24 – 10-month Administrators, Counselors, Librarians

Group	Step							
	1	2	3	4	5	6	7	8
8	\$32,823	\$33,916	\$35,019	\$36,133	\$37,259	\$38,396	\$39,544	\$40,704
9	\$34,049	\$35,179	\$36,319	\$37,472	\$38,635	\$39,810	\$40,997	\$42,196
10	\$35,455	\$36,638	\$37,834	\$39,041	\$40,260	\$41,492	\$42,736	\$43,992
11	\$37,184	\$38,420	\$39,669	\$40,931	\$42,205	\$43,492	\$44,792	\$46,104
12	\$39,108	\$40,414	\$41,733	\$43,065	\$44,410	\$45,769	\$47,142	\$48,528
13	\$41,374	\$42,752	\$44,144	\$45,551	\$46,971	\$48,406	\$49,854	\$51,318
14	\$44,015	\$45,482	\$46,962	\$48,458	\$49,969	\$51,494	\$53,035	\$54,592
15	\$47,602	\$49,190	\$50,795	\$52,415	\$54,052	\$55,705	\$57,374	\$59,061
16	\$51,694	\$53,417	\$55,158	\$56,916	\$58,692	\$60,485	\$62,296	\$64,126
17	\$55,792	\$57,655	\$59,537	\$61,438	\$63,357	\$65,296	\$67,254	\$69,232
18	\$60,652	\$62,676	\$64,719	\$66,784	\$68,868	\$70,974	\$73,100	\$75,248
19	\$65,773	\$67,965	\$70,179	\$72,415	\$74,673	\$76,954	\$79,257	\$81,584
20	\$71,661	\$74,049	\$76,461	\$78,897	\$81,357	\$83,842	\$86,352	\$88,887
21	\$77,802	\$80,396	\$83,017	\$85,663	\$88,336	\$91,036	\$93,763	\$96,517
22	\$84,966	\$87,798	\$90,658	\$93,547	\$96,465	\$99,412	\$102,388	\$105,395

Group	9	10	11	12	13	14	15	16
8	\$41,875	\$43,058	\$44,253	\$45,459	\$46,678	\$47,909	\$49,152	\$50,408
9	\$43,407	\$44,630	\$45,865	\$47,113	\$48,373	\$49,645	\$50,931	\$52,229
10	\$45,261	\$46,543	\$47,837	\$49,145	\$50,465	\$51,799	\$53,146	\$54,507
11	\$47,430	\$48,769	\$50,122	\$51,488	\$52,868	\$54,261	\$55,668	\$57,090
12	\$49,928	\$51,342	\$52,770	\$54,213	\$55,670	\$57,141	\$58,627	\$60,128
13	\$52,796	\$54,288	\$55,796	\$57,319	\$58,857	\$60,410	\$61,979	\$63,564
14	\$56,164	\$57,752	\$59,355	\$60,975	\$62,611	\$64,263	\$65,931	\$67,617
15	\$60,764	\$62,484	\$64,221	\$65,976	\$67,748	\$69,538	\$71,346	\$73,172
16	\$65,974	\$67,840	\$69,725	\$71,629	\$73,551	\$75,494	\$77,455	\$79,436
17	\$71,229	\$73,246	\$75,284	\$77,342	\$79,420	\$81,520	\$83,640	\$85,782
18	\$77,418	\$79,609	\$81,822	\$84,057	\$86,314	\$88,594	\$90,897	\$93,223
19	\$83,934	\$86,307	\$88,705	\$91,126	\$93,571	\$96,041	\$98,535	\$101,055
20	\$91,447	\$94,033	\$96,644	\$99,282	\$101,946	\$104,637	\$107,355	\$110,099
21	\$99,298	\$102,108	\$104,945	\$107,811	\$110,706	\$113,629	\$116,582	\$119,564
22	\$108,431	\$111,498	\$114,595	\$117,724	\$120,883	\$124,074	\$127,298	\$130,553

Group	17	18	19	20	21	22	AI Value	At Max Lump Value
8	\$51,677	\$52,958	\$54,251	\$55,558	\$56,878	\$58,211	\$1,209	1212
9	\$53,540	\$54,864	\$56,202	\$57,553	\$58,917	\$60,295	\$1,250	1212
10	\$55,881	\$57,269	\$58,670	\$60,086	\$61,516	\$62,960	\$1,310	1212
11	\$58,526	\$59,976	\$61,440	\$62,920	\$64,414	\$65,923	\$1,369	1333
12	\$61,644	\$63,176	\$64,722	\$66,284	\$67,862	\$69,455	\$1,445	1333
13	\$65,164	\$66,781	\$68,413	\$70,062	\$71,728	\$73,410	\$1,526	1454
14	\$69,319	\$71,038	\$72,775	\$74,529	\$76,300	\$78,089	\$1,623	1454
15	\$75,016	\$76,879	\$78,760	\$80,660	\$82,579	\$84,517	\$1,758	1574
16	\$81,437	\$83,458	\$85,499	\$87,561	\$89,643	\$91,746	\$1,907	1574
17	\$87,945	\$90,129	\$92,336	\$94,564	\$96,815	\$99,088	\$2,062	1694
18	\$95,572	\$97,945	\$100,341	\$102,761	\$105,206	\$107,675	\$2,239	1694
19	\$103,599	\$106,170	\$108,765	\$111,387	\$114,035	\$116,709	\$2,426	1776
20	\$112,872	\$115,672	\$118,500	\$121,356	\$124,241	\$127,155	\$2,643	1776
21	\$122,576	\$125,618	\$128,691	\$131,794	\$134,928	\$138,094	\$2,871	1776
22	\$133,841	\$137,162	\$140,516	\$143,903	\$147,325	\$150,781	\$3,134	1776

FY22 – 9-month Administrators, Counselors, Librarians

Group	Step							
	1	2	3	4	5	6	7	8
8	\$28,118	\$29,054	\$30,000	\$30,956	\$31,921	\$32,895	\$33,880	\$34,874
9	\$29,167	\$30,135	\$31,112	\$32,099	\$33,095	\$34,102	\$35,119	\$36,145
10	\$30,372	\$31,385	\$32,409	\$33,443	\$34,487	\$35,542	\$36,607	\$37,683
11	\$31,853	\$32,912	\$33,981	\$35,060	\$36,151	\$37,252	\$38,365	\$39,489
12	\$33,501	\$34,620	\$35,750	\$36,892	\$38,044	\$39,209	\$40,385	\$41,572
13	\$35,443	\$36,623	\$37,815	\$39,019	\$40,235	\$41,464	\$42,704	\$43,957
14	\$37,706	\$38,962	\$40,230	\$41,512	\$42,806	\$44,113	\$45,433	\$46,767
15	\$40,778	\$42,138	\$43,512	\$44,900	\$46,302	\$47,717	\$49,147	\$50,591
16	\$44,283	\$45,758	\$47,249	\$48,754	\$50,275	\$51,810	\$53,361	\$54,928
17	\$47,793	\$49,389	\$51,002	\$52,630	\$54,275	\$55,937	\$57,615	\$59,309
18	\$51,957	\$53,691	\$55,444	\$57,213	\$59,001	\$60,806	\$62,629	\$64,471
19	\$56,344	\$58,221	\$60,116	\$62,030	\$63,963	\$65,916	\$67,888	\$69,880
20	\$61,386	\$63,433	\$65,500	\$67,588	\$69,697	\$71,826	\$73,977	\$76,150
21	\$66,648	\$68,870	\$71,115	\$73,382	\$75,672	\$77,984	\$80,320	\$82,679
22	\$72,785	\$75,210	\$77,660	\$80,134	\$82,633	\$85,157	\$87,706	\$90,281

Group	9	10	11	12	13	14	15	16
8	\$35,878	\$36,892	\$37,917	\$38,951	\$39,996	\$41,052	\$42,117	\$43,194
9	\$37,183	\$38,230	\$39,288	\$40,357	\$41,436	\$42,526	\$43,627	\$44,739
10	\$38,769	\$39,867	\$40,975	\$42,094	\$43,225	\$44,367	\$45,521	\$46,685
11	\$40,623	\$41,770	\$42,927	\$44,096	\$45,277	\$46,470	\$47,675	\$48,891
12	\$42,772	\$43,983	\$45,207	\$46,443	\$47,691	\$48,952	\$50,225	\$51,512
13	\$45,223	\$46,501	\$47,792	\$49,096	\$50,412	\$51,742	\$53,086	\$54,443
14	\$48,113	\$49,473	\$50,847	\$52,235	\$53,636	\$55,052	\$56,481	\$57,925
15	\$52,050	\$53,523	\$55,011	\$56,514	\$58,031	\$59,564	\$61,113	\$62,676
16	\$56,510	\$58,108	\$59,722	\$61,352	\$62,998	\$64,661	\$66,341	\$68,037
17	\$61,021	\$62,750	\$64,496	\$66,259	\$68,041	\$69,839	\$71,656	\$73,492
18	\$66,331	\$68,210	\$70,107	\$72,023	\$73,959	\$75,914	\$77,888	\$79,882
19	\$71,892	\$73,924	\$75,976	\$78,049	\$80,143	\$82,257	\$84,393	\$86,550
20	\$78,344	\$80,561	\$82,799	\$85,060	\$87,343	\$89,650	\$91,979	\$94,331
21	\$85,062	\$87,468	\$89,899	\$92,354	\$94,833	\$97,337	\$99,866	\$102,421
22	\$92,881	\$95,508	\$98,161	\$100,840	\$103,546	\$106,279	\$109,039	\$111,828

Group	17	18	19	20	21	22	23	AI Value	At Max Lump Value
8	\$44,281	\$45,380	\$46,489	\$47,609	\$48,741	\$49,884	\$51,038	\$1,042	\$1,153
9	\$45,862	\$46,996	\$48,142	\$49,299	\$50,467	\$51,648	\$52,840	\$1,076	\$1,153
10	\$47,862	\$49,050	\$50,251	\$51,463	\$52,687	\$53,924	\$55,173	\$1,127	\$1,153
11	\$50,120	\$51,361	\$52,615	\$53,881	\$55,160	\$56,451	\$57,756	\$1,177	\$1,268
12	\$52,811	\$54,122	\$55,448	\$56,786	\$58,138	\$59,503	\$60,882	\$1,245	\$1,268
13	\$55,813	\$57,197	\$58,595	\$60,007	\$61,433	\$62,873	\$64,328	\$1,313	\$1,384
14	\$59,383	\$60,856	\$62,344	\$63,846	\$65,364	\$66,897	\$68,445	\$1,397	\$1,384
15	\$64,256	\$65,851	\$67,462	\$69,089	\$70,733	\$72,393	\$74,070	\$1,513	\$1,499
16	\$69,750	\$71,481	\$73,228	\$74,994	\$76,776	\$78,577	\$80,396	\$1,642	\$1,499
17	\$75,345	\$77,217	\$79,108	\$81,017	\$82,946	\$84,894	\$86,862	\$1,776	\$1,613
18	\$81,896	\$83,931	\$85,985	\$88,060	\$90,156	\$92,273	\$94,411	\$1,930	\$1,613
19	\$88,728	\$90,929	\$93,151	\$95,396	\$97,663	\$99,952	\$102,265	\$2,087	\$1,729
20	\$96,708	\$99,107	\$101,531	\$103,979	\$106,452	\$108,949	\$111,472	\$2,277	\$1,729
21	\$105,001	\$107,607	\$110,239	\$112,897	\$115,582	\$118,294	\$121,033	\$2,472	\$1,729
22	\$114,643	\$117,488	\$120,360	\$123,261	\$126,192	\$129,151	\$132,140	\$2,698	\$1,729

FY23 – 9-month Administrators, Counselors, Librarians

Group	Step							
	1	2	3	4	5	6	7	8
8	\$28,821	\$29,781	\$30,750	\$31,730	\$32,719	\$33,718	\$34,727	\$35,746
9	\$29,897	\$30,888	\$31,890	\$32,901	\$33,923	\$34,954	\$35,996	\$37,049
10	\$31,131	\$32,170	\$33,219	\$34,279	\$35,349	\$36,430	\$37,522	\$38,625
11	\$32,649	\$33,734	\$34,830	\$35,937	\$37,055	\$38,184	\$39,324	\$40,476
12	\$34,339	\$35,486	\$36,644	\$37,814	\$38,995	\$40,189	\$41,394	\$42,612
13	\$36,329	\$37,538	\$38,760	\$39,995	\$41,241	\$42,500	\$43,772	\$45,056
14	\$38,648	\$39,936	\$41,236	\$42,549	\$43,876	\$45,216	\$46,569	\$47,936
15	\$41,797	\$43,192	\$44,600	\$46,022	\$47,459	\$48,910	\$50,376	\$51,856
16	\$45,390	\$46,902	\$48,430	\$49,973	\$51,531	\$53,105	\$54,695	\$56,301
17	\$48,988	\$50,624	\$52,277	\$53,946	\$55,632	\$57,335	\$59,055	\$60,792
18	\$53,255	\$55,034	\$56,830	\$58,644	\$60,476	\$62,326	\$64,195	\$66,083
19	\$57,753	\$59,676	\$61,619	\$63,581	\$65,563	\$67,564	\$69,586	\$71,627
20	\$62,921	\$65,019	\$67,138	\$69,278	\$71,439	\$73,622	\$75,827	\$78,054
21	\$68,314	\$70,592	\$72,893	\$75,216	\$77,563	\$79,934	\$82,328	\$84,746
22	\$74,604	\$77,090	\$79,601	\$82,137	\$84,699	\$87,286	\$89,899	\$92,538

Group	9	10	11	12	13	14	15	16
8	\$36,775	\$37,815	\$38,865	\$39,925	\$40,996	\$42,078	\$43,170	\$44,274
9	\$38,112	\$39,186	\$40,270	\$41,365	\$42,472	\$43,589	\$44,717	\$45,857
10	\$39,738	\$40,863	\$41,999	\$43,147	\$44,306	\$45,476	\$46,659	\$47,853
11	\$41,639	\$42,814	\$44,000	\$45,199	\$46,409	\$47,632	\$48,867	\$50,114
12	\$43,841	\$45,083	\$46,337	\$47,604	\$48,884	\$50,176	\$51,481	\$52,799
13	\$46,353	\$47,663	\$48,986	\$50,323	\$51,673	\$53,036	\$54,413	\$55,804
14	\$49,316	\$50,710	\$52,118	\$53,541	\$54,977	\$56,428	\$57,893	\$59,373
15	\$53,351	\$54,861	\$56,386	\$57,926	\$59,482	\$61,053	\$62,640	\$64,243
16	\$57,923	\$59,561	\$61,215	\$62,886	\$64,573	\$66,278	\$67,999	\$69,738
17	\$62,546	\$64,318	\$66,108	\$67,916	\$69,742	\$71,585	\$73,448	\$75,329
18	\$67,989	\$69,915	\$71,860	\$73,824	\$75,808	\$77,811	\$79,835	\$81,879
19	\$73,689	\$75,772	\$77,876	\$80,000	\$82,146	\$84,314	\$86,503	\$88,714
20	\$80,303	\$82,575	\$84,869	\$87,186	\$89,527	\$91,891	\$94,278	\$96,690
21	\$87,188	\$89,655	\$92,146	\$94,662	\$97,204	\$99,771	\$102,363	\$104,982
22	\$95,203	\$97,896	\$100,615	\$103,361	\$106,135	\$108,936	\$111,765	\$114,623

Group	17	18	19	20	21	22	23	AI Value	At Max Lump Value
8	\$45,388	\$46,514	\$47,651	\$48,799	\$49,959	\$51,131	\$52,314	\$1,068	1182
9	\$47,008	\$48,171	\$49,345	\$50,531	\$51,729	\$52,939	\$54,161	\$1,103	1182
10	\$49,059	\$50,277	\$51,507	\$52,749	\$54,004	\$55,272	\$56,552	\$1,155	1182
11	\$51,373	\$52,645	\$53,930	\$55,228	\$56,539	\$57,863	\$59,200	\$1,207	1300
12	\$54,131	\$55,476	\$56,834	\$58,206	\$59,591	\$60,990	\$62,404	\$1,276	1300
13	\$57,208	\$58,627	\$60,060	\$61,507	\$62,969	\$64,445	\$65,936	\$1,346	1419
14	\$60,868	\$62,378	\$63,903	\$65,443	\$66,998	\$68,569	\$70,156	\$1,432	1419
15	\$65,862	\$67,497	\$69,149	\$70,817	\$72,501	\$74,203	\$75,921	\$1,551	1536
16	\$71,494	\$73,268	\$75,059	\$76,868	\$78,696	\$80,542	\$82,406	\$1,683	1536
17	\$77,229	\$79,148	\$81,086	\$83,043	\$85,020	\$87,017	\$89,033	\$1,820	1653
18	\$83,944	\$86,029	\$88,135	\$90,262	\$92,410	\$94,580	\$96,771	\$1,978	1653
19	\$90,947	\$93,202	\$95,480	\$97,781	\$100,104	\$102,451	\$104,822	\$2,139	1733
20	\$99,125	\$101,585	\$104,070	\$106,579	\$109,113	\$111,673	\$114,259	\$2,334	1733
21	\$107,626	\$110,297	\$112,995	\$115,720	\$118,472	\$121,251	\$124,058	\$2,534	1733
22	\$117,510	\$120,425	\$123,369	\$126,343	\$129,346	\$132,380	\$135,444	\$2,765	1733

FY24 – 9-month Administrators, Counselors, Librarians

Group	Step							
	1	2	3	4	5	6	7	8
8	\$29,541	\$30,525	\$31,519	\$32,523	\$33,537	\$34,561	\$35,595	\$36,639
9	\$30,644	\$31,660	\$32,687	\$33,724	\$34,771	\$35,828	\$36,896	\$37,975
10	\$31,910	\$32,974	\$34,050	\$35,136	\$36,233	\$37,341	\$38,460	\$39,590
11	\$33,466	\$34,578	\$35,701	\$36,835	\$37,981	\$39,138	\$40,307	\$41,488
12	\$35,197	\$36,373	\$37,560	\$38,759	\$39,970	\$41,194	\$42,429	\$43,677
13	\$37,237	\$38,477	\$39,729	\$40,994	\$42,272	\$43,563	\$44,866	\$46,182
14	\$39,614	\$40,934	\$42,267	\$43,613	\$44,973	\$46,346	\$47,733	\$49,134
15	\$42,842	\$44,271	\$45,715	\$47,173	\$48,646	\$50,133	\$51,635	\$53,152
16	\$46,524	\$48,075	\$49,641	\$51,222	\$52,820	\$54,433	\$56,063	\$57,708
17	\$50,212	\$51,890	\$53,584	\$55,295	\$57,023	\$58,768	\$60,531	\$62,312
18	\$54,587	\$56,410	\$58,250	\$60,110	\$61,988	\$63,884	\$65,800	\$67,735
19	\$59,197	\$61,168	\$63,159	\$65,170	\$67,202	\$69,253	\$71,325	\$73,418
20	\$64,494	\$66,644	\$68,816	\$71,009	\$73,225	\$75,463	\$77,723	\$80,005
21	\$70,022	\$72,357	\$74,715	\$77,097	\$79,502	\$81,932	\$84,386	\$86,865
22	\$76,469	\$79,018	\$81,591	\$84,191	\$86,816	\$89,468	\$92,146	\$94,851

Group	9	10	11	12	13	14	15	16
8	\$37,694	\$38,760	\$39,836	\$40,923	\$42,021	\$43,130	\$44,250	\$45,381
9	\$39,065	\$40,165	\$41,277	\$42,400	\$43,533	\$44,679	\$45,835	\$47,004
10	\$40,732	\$41,885	\$43,049	\$44,225	\$45,413	\$46,613	\$47,825	\$49,049
11	\$42,680	\$43,884	\$45,100	\$46,329	\$47,569	\$48,823	\$50,088	\$51,366
12	\$44,937	\$46,210	\$47,496	\$48,794	\$50,106	\$51,430	\$52,768	\$54,119
13	\$47,512	\$48,855	\$50,211	\$51,581	\$52,965	\$54,362	\$55,773	\$57,199
14	\$50,549	\$51,978	\$53,421	\$54,879	\$56,352	\$57,839	\$59,341	\$60,858
15	\$54,685	\$56,233	\$57,796	\$59,375	\$60,969	\$62,580	\$64,206	\$65,849
16	\$59,371	\$61,050	\$62,745	\$64,458	\$66,188	\$67,935	\$69,699	\$71,481
17	\$64,110	\$65,926	\$67,761	\$69,614	\$71,485	\$73,375	\$75,284	\$77,212
18	\$69,689	\$71,663	\$73,656	\$75,669	\$77,703	\$79,757	\$81,831	\$83,926
19	\$75,532	\$77,667	\$79,823	\$82,000	\$84,200	\$86,422	\$88,665	\$90,931
20	\$82,311	\$84,639	\$86,991	\$89,366	\$91,765	\$94,188	\$96,635	\$99,107
21	\$89,368	\$91,896	\$94,450	\$97,029	\$99,634	\$102,265	\$104,922	\$107,606
22	\$97,584	\$100,343	\$103,130	\$105,945	\$108,788	\$111,659	\$114,560	\$117,489

Group	17	18	19	20	21	22	23	AI Value	At Max Lump Value
8	\$46,523	\$47,677	\$48,842	\$50,019	\$51,208	\$52,409	\$53,622	\$1,095	1212
9	\$48,183	\$49,375	\$50,579	\$51,794	\$53,022	\$54,262	\$55,515	\$1,130	1212
10	\$50,285	\$51,534	\$52,795	\$54,068	\$55,355	\$56,654	\$57,966	\$1,184	1212
11	\$52,658	\$53,962	\$55,279	\$56,609	\$57,952	\$59,309	\$60,680	\$1,237	1333
12	\$55,484	\$56,862	\$58,255	\$59,661	\$61,081	\$62,515	\$63,964	\$1,308	1333
13	\$58,638	\$60,093	\$61,561	\$63,045	\$64,543	\$66,056	\$67,584	\$1,379	1454
14	\$62,390	\$63,937	\$65,500	\$67,079	\$68,673	\$70,283	\$71,910	\$1,468	1454
15	\$67,509	\$69,185	\$70,877	\$72,587	\$74,314	\$76,058	\$77,819	\$1,590	1574
16	\$73,281	\$75,099	\$76,936	\$78,790	\$80,663	\$82,555	\$84,466	\$1,725	1574
17	\$79,159	\$81,126	\$83,113	\$85,119	\$87,145	\$89,192	\$91,259	\$1,866	1694
18	\$86,042	\$88,180	\$90,338	\$92,518	\$94,720	\$96,944	\$99,191	\$2,027	1694
19	\$93,220	\$95,532	\$97,867	\$100,225	\$102,607	\$105,012	\$107,442	\$2,193	1776
20	\$101,603	\$104,125	\$106,671	\$109,243	\$111,841	\$114,465	\$117,115	\$2,392	1776
21	\$110,317	\$113,055	\$115,820	\$118,613	\$121,433	\$124,282	\$127,160	\$2,597	1776
22	\$120,447	\$123,435	\$126,453	\$129,501	\$132,580	\$135,689	\$138,830	\$2,835	1776

SCHEDULE D

Value of Step for Purposes of Reclassification of Non-Teaching Employees

12 Month Employees

Group	FY22	FY23	FY24
8	\$1,392	\$1,427	\$1,463
9	\$1,436	\$1,472	\$1,509
10	\$1,502	\$1,540	\$1,578
11	\$1,568	\$1,607	\$1,648
12	\$1,659	\$1,700	\$1,743
13	\$1,751	\$1,795	\$1,840
14	\$1,863	\$1,909	\$1,957
15	\$2,019	\$2,069	\$2,121
16	\$2,189	\$2,243	\$2,299
17	\$2,369	\$2,429	\$2,489
18	\$2,572	\$2,636	\$2,702
19	\$2,785	\$2,854	\$2,926
20	\$3,034	\$3,110	\$3,187
21	\$3,294	\$3,376	\$3,461
22	\$3,597	\$3,687	\$3,779

10 Month Employees

Group	FY22	FY23	FY24
8	\$1,151	\$1,179	\$1,209
9	\$1,190	\$1,219	\$1,250
10	\$1,247	\$1,278	\$1,310
11	\$1,303	\$1,335	\$1,369
12	\$1,375	\$1,410	\$1,445
13	\$1,452	\$1,488	\$1,526
14	\$1,544	\$1,583	\$1,623
15	\$1,673	\$1,715	\$1,758
16	\$1,815	\$1,861	\$1,907
17	\$1,962	\$2,011	\$2,062
18	\$2,131	\$2,185	\$2,239
19	\$2,309	\$2,366	\$2,426
20	\$2,515	\$2,578	\$2,643
21	\$2,733	\$2,801	\$2,871
22	\$2,983	\$3,058	\$3,134

SUMMARY OF MISCELLANEOUS RATES OF PAY (2022-2024)

MISCELLANEOUS RATES OF PAY FY22			
	FY22	Effective Date	
Part-Time Educational Assistants		7/1/2021	These hourly rates are for part-time Educational Assistants working fewer than 20 hours per week. The rate is based upon the degree required for the position and not the education preparation for the candidate.
Associate's Degree	29.22		
Bachelor's Degree	33.83		
Master's Degree	40.52		
Master's Degree + 4 years	50.12		
Part-Time Lecturers		7/1/2021	These rates are the per-credit hour rates. The lower rate is for adjuncts who have not yet completed the teaching of 18 credit hours in the community college system. The higher rate is for adjunct faculty who have already completed teaching 18 credit hours in the system.
Level 1	1,811		
Level 2	1,948		
PTL with Clinical Component	13,413	7/1/2021	This is the rate to be paid to adjuncts who are teaching a course which includes both the didactic and clinical portion of the course.
Part-Time Clinical Faculty - Educational Assistant	90.80	7/1/2021	This is the rate of pay for part-time, less than 20 hours per week Educational Assistants hired as Clinical Faculty in Nursing and Allied Health Programs.
Nursing Course Leader	5,573	7/1/2021	This is the rate of pay per semester for Nursing and Allied Health Course Leaders.
Program Coordinator	5,844	7/1/2021	This rate is based upon the PTL rate for a 3 credit course, and is paid to PCs in lieu of release time. Per the PC agreement, PC Level I gets 3 credits release or pay per year; PC Level II gets 6 credits release or pay per year; PC Level III gets 6 credits release or pay per semester.
Department Chair		7/1/2021	
<17 FTE	236		This is the rate per FTE for full and part-time faculty supervised by the Department Chair in accordance with the DC agreement.
>17 FTE	600		
Summer Call-In Per Diem Rate	497	7/1/2021	These are the per diem rates of pay for summer call in rate pursuant to the Department Chair Agreement and the arbitration award for Nursing and Allied Health.
Teaching compensation in lieu of Additional Responsibility (5th course).	2,625	7/1/2021	All faculty employed on or before June 30, 2017 shall elect to either complete AR or teach a 3-credit course for \$2,625 compensation. The parties understand that compensation shall be pro-rated based on the number of credits taught, not necessarily the number of courses. Said election shall be made by the faculty member no later than May 15 of the preceding academic year. AR approval decisions shall be made no later than June 1 of the preceding academic year. The existing practices and rules regarding AR proposals/approvals shall remain in place.

MISCELLANEOUS RATES OF PAY FY23			
	FY23	Effective Date	
Part-Time Educational Assistants		7/1/2022	These hourly rates are for part-time Educational Assistants working fewer than 20 hours per week. The rate is based upon the degree required for the position and not the education preparation for the candidate.
Associate's Degree	30.75		
Bachelor's Degree	35.61		
Master's Degree	42.65		
Master's Degree + 4 years	52.75		
Part-Time Lecturers		7/1/2022	These rates are the per-credit hour rates. The lower rate is for adjuncts who have not yet completed the teaching of 18 credit hours in the community college system. The higher rate is for adjunct faculty who have already completed teaching 18 credit hours in the system.
Level 1	1,906		
Level 2	2,050		
PTL with Clinical Component	14,117	7/1/2022	This is the rate to be paid to adjuncts who are teaching a course which includes both the didactic and clinical portion of the course.
Part-Time Clinical Faculty - Educational Assistant	95.57	7/1/2022	This is the rate of pay for part-time, less than 20 hours per week Educational Assistants hired as Clinical Faculty in Nursing and Allied Health Programs.
Nursing Course Leader	5,852	7/1/2022	This is the rate of pay per semester for Nursing and Allied Health Course Leaders.
Program Coordinator	6,151	7/1/2022	This rate is based upon the PTL rate for a 3 credit course, and is paid to PCs in lieu of release time. Per the PC agreement, PC Level I gets 3 credits release or pay per year; PC Level II gets 6 credits release or pay per year; PC Level III gets 6 credits release or pay per semester.
Department Chair		7/1/2022	
<17 FTE	248		This is the rate per FTE for full and part-time faculty supervised by the Department Chair in accordance with the DC agreement.
>17 FTE	630		
Summer Call-In Per Diem Rate	522	7/1/2022	These are the per diem rates of pay for summer call in rate pursuant to the Department Chair Agreement and the arbitration award for Nursing and Allied Health.
Teaching compensation in lieu of Additional Responsibility (5th course).	2,756	7/1/2022	All faculty employed on or before June 30, 2017 shall elect to either complete AR or teach a 3-credit course for \$2,756 compensation. The parties understand that compensation shall be pro-rated based on the number of credits taught, not necessarily the number of courses. Said election shall be made by the faculty member no later than May 15 of the preceding academic year. AR approval decisions shall be made no later than June 1 of the preceding academic year. The existing practices and rules regarding AR proposals/approvals shall remain in place.

MISCELLANEOUS RATES OF PAY FY24			
	FY24	Effective Date	
Part-Time Educational Assistants		7/1/2023	These hourly rates are for part-time Educational Assistants working fewer than 20 hours per week. The rate is based upon the degree required for the position and not the education preparation for the candidate.
Associate's Degree	32.36		
Bachelor's Degree	37.48		
Master's Degree	44.89		
Master's Degree + 4 years	55.52		
Part-Time Lecturers		7/1/2023	These rates are the per-credit hour rates. The lower rate is for adjuncts who have not yet completed the teaching of 18 credit hours in the community college system. The higher rate is for adjunct faculty who have already completed teaching 18 credit hours in the system.
Level 1	2,006		
Level 2	2,158		
PTL with Clinical Component	14,859	7/1/2023	This is the rate to be paid to adjuncts who are teaching a course which includes both the didactic and clinical portion of the course.
Part-Time Clinical Faculty - Educational Assistant	100.58	7/1/2023	This is the rate of pay for part-time, less than 20 hours per week Educational Assistants hired as Clinical Faculty in Nursing and Allied Health Programs.
Nursing Course Leader	6,145	7/1/2023	This is the rate of pay per semester for Nursing and Allied Health Course Leaders.
Program Coordinator	6,474	7/1/2023	This rate is based upon the PTL rate for a 3 credit course, and is paid to PCs in lieu of release time. Per the PC agreement, PC Level I gets 3 credits release or pay per year; PC Level II gets 6 credits release or pay per year; PC Level III gets 6 credits release or pay per semester.
Department Chair		7/1/2023	
<17 FTE	260		This is the rate per FTE for full and part-time faculty supervised by the Department Chair in accordance with the DC agreement.
>17 FTE	661		
Summer Call-In Per Diem Rate	548	7/1/2023	These are the per diem rates of pay for summer call in rate pursuant to the Department Chair Agreement and the arbitration award for Nursing and Allied Health.
Teaching compensation in lieu of Additional Responsibility (5th course).	2,894	7/1/2023	All faculty employed on or before June 30, 2017 shall elect to either complete AR or teach a 3-credit course for \$2,894 compensation. The parties understand that compensation shall be pro-rated based on the number of credits taught, not necessarily the number of courses. Said election shall be made by the faculty member no later than May 15 of the preceding academic year. AR approval decisions shall be made no later than June 1 of the preceding academic year. The existing practices and rules regarding AR proposals/approvals shall remain in place.

Parties agree to negotiate wages and steps for fiscal year 2025.

APPENDIX A
MISCELLANEOUS SALARY AND FUNDING PROVISIONS (AFSCME)

A. Other Allocations

- a. In each year of this Agreement, there shall be allocated 1% of payroll to fund promotions and merit awards each fiscal year for the duration of the collective bargaining agreement effective July 1, 2021. Said funding shall commence, however, effective July 1, 2022. Any funds not spent on promotion shall revert back to the BOR.
- b. In each year of this Agreement, there shall be allocated a maximum of five (5) sabbaticals per academic year for the AFSCME to be administered in accordance with applicable contract provisions.
- c. In each year of this Agreement, there shall be allocated 1.35% of payroll shall be allocated to fund professional development, to include nursing refreshers, each fiscal year for the duration of the collective bargaining agreement effective July 1, 2021. Said funding, however, shall commence on July 1, 2022. Any funds not spent on professional development/ nursing refresher shall revert back to the BOR.
- d. The grievance/equity account for AFSCME (Acct #A833) shall continue to be funded as a contract account in the same manner in the collective bargaining agreement effective July 1, 2021 as they were in the 2007-2010 collective bargaining agreement.
- e. All other contract accounts shall terminate and the benefits they support shall become funding obligations of the BOR. All remaining/ residual funds from existing contract accounts shall be transferred to the AFSCME grievance/equity account respectively. Funds that are transferred shall be used in accordance with existing parameters applicable to the grievance/ equity account. Funds presently in the Minority Fellowship account shall also be transferred to the respective bargaining units' grievance/equity accounts on a proportionate basis.

**APPENDIX B
PROCEDURES FOR ADMINISTRATION**

The intent of these procedures is to promote effective and consistent interpretation and implementation of the Collective Bargaining Agreement, while maintaining the integrity and autonomy of the Congress and AFSCME with respect to their representation of unit employees.

I. UNION REPRESENTATION

The Board will deal with AFSCME, as appropriate, with respect to the wages, benefits, and working conditions of each unit member, consistent with the Collective Bargaining Agreement and these Procedures for Administration.

II. GRIEVANCES

A. AFSCME will be responsible for grievances involving members of the unit which it represents. The Board will deal with the appropriate representative from AFSCME, subject to the provisions of Article VII of this Agreement

B. Where the Board believes that either AFSCME or the Congress is taking a position in the grievance procedure which is inconsistent with a position previously or currently taken by the other, it will so indicate to both entities. AFSCME and the Congress will then confer to determine if any modification is necessary to maintain a consistent position.

C. Grievances which do not involve contested issues of contract interpretation shall be solely the responsibility of AFSCME or the Congress according to whose member(s) brought the grievance.

III. ARBITRATION

A. All arbitration decisions shall be equally binding on the Union and the Board.

B. No issue involving contested issues of contract interpretation shall be arbitrated without notice to and consent by both AFSCME and the Congress.

IV. GENERAL INTERPRETATION

A. AFSCME and the Congress shall take consistent positions with respect to issues of contract interpretation, if any, which may arise outside the context of the grievance procedure.

B. Where the Board believes that either AFSCME or the Congress is taking a position outside the grievance procedure which is inconsistent with a position previously or currently taken by the other, it will so indicate to both. AFSCME and the Congress will then confer to determine if any modification is necessary to maintain a consistent position.

SUPPLEMENTAL LETTERS OF AGREEMENT

RE: POSITION VACANCIES

The System Office will continue or initiate the following practices:

- 1. Notice of full-time position vacancies within the unit will be provided to the union. The notices will provide a general description of the duties, minimum qualifications and starting salary.*
- 2. The practice of posting and advertising most position vacancies for thirty days will be continued. The System Office will make a special effort to ensure posting at each college.*
- 3. To the extent possible, consistent with Section 46a-68-41 of the Regulations of State Agencies, the Board will encourage that consideration be given to candidates from within the System for position vacancies at a college. The Board will require that at least three qualified candidates from within the System receive a preliminary interview. In addition, it shall be understood that qualified part-time employees in any of the three bargaining units may be included among the required three internal candidates eligible for interview in connection with the filling of a full-time position vacancy.*
- 4. The President of the Connecticut State Colleges and Universities will, from time to time, issue general search procedure guidelines for full-time bargaining unit positions.*

This letter is provided for informational purposes only, with the understanding that it is not subject to grievance and arbitration and does not limit Article III of the Agreement.

RE: GRADE PLACEMENT

This memorandum sets forth the understanding of the parties with respect to the placement of unit members who work twenty or more hours per week and are other than teaching faculty.

1. The parties acknowledge that it is the present intent of the Board of Regents to continue the classification structure recommended by Norman D. Willis and Associates. If the classification structure is discontinued, the employer will meet its obligation to bargain with respect to the compensation of new classifications.
2. So long as the employer continues the Willis classification structure, the following considerations shall apply:
 - a) Unit members who work twenty or more hours per week will be classified by the employer in the grades recommended by Willis.
 - b) The employer will provide the union with a copy of its guidelines for position placement.
 - c) When position placement is based on ratings by System Office staff, the position will be referred to the Rating Committee to be rated. The committee will meet at least once each year. This shall not preclude more frequent meetings where there are sufficient, "bona fide" issues which are to be referred to the Rating Committee. The final decision will be made by the President of the Connecticut State Colleges and Universities or his/her designee and a

copy will be provided to the union.

- d) The parties recognize that it is difficult to properly evaluate the placement of new positions without sufficient job content information. Accordingly, it is agreed that such positions shall not be referred to the Rating Committee until the incumbent has worked for at least six months in the position. If the position is reclassified as the result of the evaluation, the additional cost shall be borne by the Board on a prospective basis only. Prospective shall mean no more than 45 calendar days after the final results from the Rating Committee. It is contemplated that the committee's work will commence by March 1.
3. Unit members who are appointed to the Rating Committee may not disclose information gained during the rating process, nor may they act as advocates or appear as witnesses in any legal or administrative proceeding, arbitration or fact finding involving classification and compensation of unit members.
4. Whenever the employer implements changes in job descriptions or changes in assigned duties for non-teaching professionals who work twenty or more hours per week, the union but not any employee may submit views, data and information on the question of whether or not a change in duties requires a change in the grade.

The employer shall consider whether the change in job duties is sufficiently substantial to have the effect of changing the position placement. Where position placement is based on ratings of staff or where position placement is to a lower grade, the position or classification will be referred to the Rating Committee to be rated. The final decision will be made by the President of the Connecticut State Colleges and Universities or his/her designee and a copy will be provided to the union. If the Board discontinues the Willis job evaluation process, the Board agrees to negotiate on the question of whether or not such changes in duties require change in the level of compensation for the position(s).

Nothing herein shall prevent the union from raising classification issues with the employer.

5. Effective July 1, 1985, job descriptions will be revised to reflect changes in duties which require a change of grade. The Congress shall receive a copy of all job descriptions revised pursuant to this paragraph.
6. For each of the years of the Agreement, .09 percent of total salaries shall be available for grade changes. The employer shall have no obligation to effect changes in compensation beyond the extent of these dollars. All the dollars shall be expended or carried over for expenditure in subsequent years.
7. No unit member shall have his/her annual salary reduced as a result of this memorandum of understanding.
8. The Board retains the right to increase salaries of unit members, notwithstanding the provisions of this memorandum. In this regard, the Board will continue to attempt to provide funding for such changes, including reclassifications, made pursuant to this paragraph.

9. Employees who are appointed to a position which has a higher grade shall be placed at the step in the new grade which will provide an increase in annual salary at least equal to one step at the new grade, but not to exceed the top step of the new grade. This paragraph shall not be construed to limit paragraph 8.
10. The agreement between the Board and the Congress dated June 29, 1984, shall continue.
11. The provisions of this memorandum of understanding shall not be directly or indirectly subject to the grievance and arbitration provisions of the Agreement.

RE: MINIMUM QUALIFICATIONS

It is understood that, with respect to the Willis classifications of AFSCME incumbents, Schedule B will not serve to deprive any such incumbent of the Willis grade to which he/she would otherwise be entitled.

RE: DAY AFTER THANKSGIVING

The purpose of this letter is to give recognition to the interest of unit members in being able to use accrued leave time on the day after Thanksgiving. It is recognized that the decision to close the college involves a weighing of the public interest and the rights of other employees. At the same time, we recognize that it is in our mutual interest to facilitate a mechanism for providing for a reduced staffing structure or college closing on the day after Thanksgiving. To this end, it is agreed that unit members who are not scheduled to work on Friday after Thanksgiving may be scheduled to work on a holiday when the college is open.

RE: MERIT AWARDS, EDUCATIONAL EXCELLENCE AWARDS, AND DISTINGUISHED SERVICE AWARDS

Merit Awards are given annually to principal bargaining unit teaching faculty and non-teaching community college professionals who demonstrate unusual service, superior performance, exceptional duty, or excellence in teaching. Merit Awards are designed to embrace continuous, high levels of service as well as unique contributions made during the academic year. Merit Awards are in the amount of \$1,500 per principal bargaining unit member and are non-recurring. They are paid from funds set aside for this purpose pursuant to the Collective Bargaining Agreements and will not impact college budgets.

Nominations for Merit Awards can be provided by management, supervisors, peers, or the bargaining unit member themselves. These nominations are forwarded to the College President no later than March 15th with selection and notification to the recipients and the System Office no later than April 15th.

Educational Excellence & Distinguished Service Awards

The Educational Excellence & Distinguished Service Award Program was established to recognize employees whose performance exemplifies excellence in teaching, leadership and administration. The program involves recognition of one member per bargaining unit per college each year and provides tangible reward in two forms: (1) a non-recurring, lump sum payment of \$1,500; and (2) the opportunity to be awarded up to \$5,000 to support professional activities. They are paid from funds set aside for this purpose pursuant to the Collective Bargaining Agreements and will not impact college budgets.

Consideration is limited to full-time bargaining unit members with at least ten (10) years of service. Receipt of other merit recognition or promotion through the contractual process does not impact upon eligibility for recognition under the Educational Excellence and Distinguished Service Award program.

While no system-wide consideration process is specified, college Presidents should be prepared to identify the process used, and ensure that all members of the college community are aware of the program and have an opportunity to nominate themselves or colleagues.

The Educational Excellence and Distinguished Service Award program recognizes extraordinary professional service through appropriate college acknowledgement, and rewards this achievement by providing a \$1,500 lump sum payment, and an opportunity to make application for financial support of professional activities not ordinarily available. Up to \$5,000 may be made available to the recipient for projects such as the following:

- Instructional Innovation. Included are proposals to enhance computer literacy, writing across the curriculum, designing new instructional materials, etc.
- Professional Development. Examples include special professional development activities such as attendance at seminars, conferences, workshops or training programs that might not otherwise be possible through available professional development funds.
- Alternative Assignment. Integral to this category is the possibility of arranging for replacement of the award recipient to facilitate release from his/her normal assignments, in order to do special projects related to the college or the system. In this instance, funds may be used to replace the award recipient.

Please note that the \$5,000 is available for professional activities or to replace the recipient where released time is granted. The funds may not be used as a cash award to the recipient nor to employ and compensate the recipient for the performance of additional responsibilities.

RE: SABBATICALS (CONGRESS & AFSCME)

This memorandum records the understanding of the parties with respect to the provision of sabbatical leaves.

- (1) The employer will continue its practice of allotting dollars to the colleges based on the cost and/or savings resulting from sabbaticals which are granted and utilized.
- (2) Notwithstanding the provisions of Article XVII, Section 2A, the Board may provide for consideration of and grant sabbatical leaves to employees who work and have worked in the System for twenty or more hours per week for at least ten (10) years. Such sabbaticals shall be subject to the limitations of Article XVII.

RE: RETRAINING

In the course of negotiations, the parties have identified the need to foster and encourage retraining and redirection of staff competencies. While the parties recognize that it is often difficult to identify new areas of need and to anticipate areas for retrenchment, it is agreed that both unit members and

management share a responsibility to be aware of and to plan for such changes. Accordingly, the parties have agreed that they shall inform all members of the professional staff through a joint letter of their commitment to provide retraining opportunities, as outlined herein.

1. Both unit members and management are encouraged to identify potential areas for retraining. It is the expectation of the parties that either the bargaining unit member or management would suggest a retraining program for a unit member or members.
2. The President of the Connecticut State Colleges and Universities may approve retraining programs within the limits of funds provided under the Collective Bargaining Agreement. Priority may be given to unit members in those areas or programs which may be subject to reduction or elimination.
3. The general allocation to the colleges of dollars made available under Article XXI of the Collective Bargaining Agreement shall be by agreement between the Board and the union. In addition, on each campus there shall be a Retraining Committee composed of an equal number of management and bargaining unit representatives, the size of the committee to be determined by the college President. The committee shall publicize retraining opportunities and, where practicable, review and rank proposals in order of their merit. The committee shall submit its recommendations to the President who will forward them, with his/her recommendations, to the President of the Connecticut State Colleges and Universities, who shall make the final determination. The decision of the President of the Connecticut State Colleges and Universities shall be final.
4. The parties intend that the dollars allocated shall be distributed.

RE: AREAS OF IMPROVEMENT

The statement of areas of improvement provided in Articles IX and XII is not to be regarded as a statement of reasons for failure to recommend.

RE: GRANTS AND CONTRACTS

In situations where the terms of a grant or contract require waiver of an economic provision of this Agreement, the Board may request and the union will sympathetically consider such request, provided that such a request for a waiver of minimum salaries for not more than one year will be routinely granted.

RE: TECHNOLOGY TRAINING

The parties understand that the technology training language of Article X, Section 1(g) and Article X, Section 4(d) shall not be interpreted as requiring faculty members and ACLs to possess each and every skill listed in those sections. Rather, it is the parties' understanding that faculty members and ACLs should possess strong computer/information literacy skills and that they possess such skills required for the full and effective performance of their positions. To the extent that faculty members and ACLs need to improve their computer/information literacy skills, the parties encourage them to engage in

Professional Development activities designed to gain or strengthen such literacy skills. The parties have provided additional funds for this exclusive purpose, which may include group training, although Professional Development funds may also legitimately be used for this purpose. The parties further recognize that it is not reasonable to require employees to acquire, retain, or use technology training skills if they do not have regular workplace access to computer hardware and that management is responsible for providing access to the computer hardware to the extent it seeks to require or encourage the acquiring, retaining, or use of such skills.

RE: ARTICLE XIII

It is understood that the modifications to Article XIII, Sections 3B and 6B concerning comparable positions are not intended to advance the positions of either party with respect to filling part-time positions or the reassignment of bargaining unit work where the duties in question were or could be performed by unit members who are targeted for layoff or who have been laid off. Accordingly, it is agreed that:

1. In any dispute regarding the matters set out herein, the language of the 1989-91 Congress contract shall be utilized; and
2. The parties will meet within 30 days of ratification to address their mutual interests in clarifying the matters in dispute. It is recognized that the Board withdrew substantive proposals in reliance on the Union's stated willingness to meet to attempt to advance their mutual interests with respect to this issue.

RE: MINORITY FELLOWSHIP PROGRAM (now called the Mosaic Fellowship Program)

Agreement made this 17th day of May 2000 by and between the Congress of Connecticut Community Colleges ("the Congress"), AFSCME Local 1303-148, Council 4 ("AFSCME"), the Federation of Technical College Teachers, AFT ("the federation") and the Board of Regents for Higher Education ("the Board") respecting the Community College System Minority Fellowship Program.

1. The parties agree that dollars contained in separate contract accounts for purposes of the Minority Fellowship Program shall be pooled for use in support of the Program, irrespective of the College or System Office location of the particular fellow, mentor or activity being funded. Expenditure of minority fellowship dollars shall be subject to agreement by all parties.
2. The parties further agree that monies set aside for the Minority Fellowship Program that have been carried forward from prior years shall be used for such program-related activities as the parties may mutually agree to support.
3. It is contemplated that there will be thirteen fellows in each appointment year, one at each college and one in the President of the Connecticut State Colleges and Universities' Office. The parties agree that the scheme for bargaining unit placement of fellow shall be as follows:
 - a. All fellows selected at non-merged colleges shall be placed in the Congress bargaining unit;
 - b. A fellow selected at Capital Community College shall be placed in the AFSCME bargaining unit;

- c. Fellows selected at Gateway Community College and at Naugatuck Valley Community College shall be placed in the Congress bargaining unit;
 - d. Fellows selected at Norwalk Community College and at Three Rivers Community College shall be placed in the Federation bargaining unit;
 - e. The fellow selected for the President of the Connecticut State Colleges and Universities' Office shall be placed in the Congress bargaining unit. The placement of the President of the Connecticut State Colleges and Universities' Office fellow in a bargaining unit shall not be asserted as precedent.
4. The parties agree that nothing contained in the 1997-2001 Coalition Agreement or any other applicable agreement, nor shall any practice of the parties respecting the deduction of dues and fees from the stipends paid to minority fellows be offered as evidence for any purpose in any negotiation between the Board and the Coalition unions, or any of them, or in any proceeding that may be commenced before the State Board of Labor Relations or before any court.
5. The Union agrees to indemnify and save the Board harmless from any claims arising out of or resulting from any deduction of dues or fees from the stipend paid to minority fellows. In the event any agency or court of competent jurisdiction orders the Board to rebate to fellows the service fee or any portion thereof, the Union agrees to hold the Board harmless for said deduction by returning the agency fee which has been deducted for the period involved.

RE: MINORITY FELLOWSHIP PROGRAM (Now called the Mosaic Fellowship Program)

In an effort to add value to the fellowship experience, the three professional employee unions and the Board have agreed that financial support for the professional development activities for fellows, and fellows and mentors, may be afforded, up to the limits specified:

- Up to \$500 per fellow on an annual basis;
- For joint fellow/mentor activities, up to \$250 annually for the mentor to participate jointly with the fellow in a professional development activity. It is assumed that the lesser amount for the mentor is appropriate because there is already professional development funding for the mentor as a professional staff member.

RE: COMPENSATION OF ATHLETIC COACHES

The parties have agreed to the following with respect to the compensation of part-time athletic in the Congress, AFT and AFSCME bargaining units:

1. The compensation structure has two tiers for coaches as noted below:
 - Major Sports: basketball, baseball, soccer, softball and football.
 - Minor Sports: golf, tennis, cross-country, track, volleyball, field hockey, and all other sports unless the parties otherwise agree.
2. The following rules shall govern the placement of part-time Athletic Directors and Coaches in the three bargaining units:
 - Athletic directors and coaches at the seven non-merged colleges (Asnuntuck,

Housatonic, Manchester, Middlesex, Northwestern, Quinebaug Valley, Tunxis) shall be placed in the Congress bargaining unit.

• Athletic directors and coaches at the five merged colleges (Capital, Gateway, Naugatuck Valley, Norwalk, Three Rivers) shall be placed in the Congress or AFT on an alternating basis, as follows:

- The first athletic director or coach goes into the Congress o The second athletic director or coach goes into the AFT.
- The pattern will repeat so that the odd number will be placed in the Congress bargaining unit and the even number will be placed in the AFT bargaining unit.

RE: COMMENCEMENT

Agreement made this 17th day of July 2000 by and among the Congress of Connecticut Community Colleges (“Congress”), the American Federation of State, County and Municipal Employees, Council 4, Local 2480 (“AFSCME”) (collectively “the Union”) and the Board of Regents for Higher Education (“the Board”). In the interest of fostering labor- management cooperation and avoiding litigation of issues in dispute, the parties mutually agree as follows:

1. Commencement is one of the most important events in the academic calendar. By this Agreement, the parties reaffirm their understanding that it is the obligation of professional staff members to attend commencement ceremonies, unless excused by the CEO/President.
2. Effective with the execution of this Agreement, a professional staff member who fails to attend commencement and who has not been excused by the CEO/President shall have a half day (3-1/2 hours) charged to the appropriate leave balance. In addition, he/she may be subject to disciplinary action in accordance with the applicable collective bargaining agreement.
3. Effective with the execution of this Agreement, a professional staff member who is excused from attending commencement in accordance with the applicable collective bargaining agreement shall have no charge applied to his/her leave balances.
4. This Agreement shall not be construed as an admission of liability on the part of the Board or any of its agents.
5. This Agreement shall have no value as precedent.

RE: PART-TIME EMPLOYEES

This is to confirm the parties’ understanding that the “Agreement for Part-time Employees” covers less than 20-hour Administrators at the merged Community Colleges who are not otherwise represented or who are excluded from representation.

RE: UNIT PLACEMENT OF NON-TEACHING/ ADMINISTRATIVE POSITIONS

This letter of agreement supplements Section I of Appendix D (Procedures for Administration) and clarifies the parties’ understanding with respect to the placement of positions in the Congress and AFSCME bargaining units.

- (1) The parties agree that the sole factor in determining placement of positions in the AFSCME and Congress bargaining units shall be proportionality. AFSCME shall be entitled to 25% of the unclassified, non-teaching/administrative positions at the five merged colleges and the Congress shall be entitled to 75%. In calculating the 25/75% proportionality, the calculation shall include unclassified, non-teaching and administrative positions in the principal unit (i.e., twenty or more hours per week), excluding the titles Counselor (PL 19) and Librarian (18).
- (2) The 25/75% proportionality will be maintained at the campus level. The Employer will issue guidelines to facilitate consistent implementation of this agreement. The unions will direct questions regarding maintenance of proportionality to the Personnel and Labor Relations Director/Designee at the college first. If the matter cannot be satisfactorily resolved at that level, it may be raised at the Board level.
- (3) This agreement relieves the Board of its responsibilities under Section IA of Appendix D of this Merged Agreement.
- (4) Employees will be placed into either the Congress or AFSCME bargaining unit in a manner which facilitates the maintenance of the 25/75% proportionality. Immediately prior to filling each position, the college will determine whether the position should be in the AFSCME or Congress unit. The level of the position, the funding source or the type of appointment have no bearing on the unit placement decision.
- (5) Notwithstanding the provisions above, the parties agree to make exceptions to the proportionality rule in certain limited situations where placement into a new position would change the bargaining unit status of a current employee. In such case, the employee will go into the new position but remain in the current bargaining unit.
- (6) The parties agree that unclassified Assistants to the principal labor relations/personnel official at each college performing duties which are appropriate to the labor relations/personnel area shall be recognized as excluded from the Congress and AFSCME bargaining units.
- (7) Unit placement decisions shall not be subject to the grievance and arbitration process. The sole remedy for resolution of formal disputes shall be the CSBLR.
- (8) This agreement may not be asserted by either Board or the unions in support of their views of the respective legal rights of the parties except to enforce the terms hereof.

RE: INFORMAL WORK SCHEDULE/COMPENSATORY TIME

The parties recognize that they have compromised their differences by adopting the approach reflected in this agreement, which shall be considered an experiment. Should either party believe the experiment unsuccessful, it may retain its original position in any negotiations or arbitration of a subsequent agreement such that the position of the employer may not be construed as concession bargaining.

RE: SYSTEMWIDE HEALTH AND SAFETY COMMITTEE

The Board shall comply with the provisions of the Connecticut Occupational Safety and Health Act.

The parties agree that the Health and Safety Committee will continue.

RE: BENEFIT FOR INTERPRETERS FOR THE DEAF AND HEARING IMPAIRED

Bargaining unit members employed as interpreters for the deaf and hearing impaired whose interpreting responsibilities are cancelled due to the closing of the college pursuant to Article X, Section 6G of this Agreement, shall be compensated for any resulting unpaid hours if the time cannot be made up during the same academic semester.

This agreement shall not be cited as precedent by any party.

RE: REOPENER NEGOTIATIONS

The Board and the Congress Union agree that negotiations for this 2016- 2021 contract shall be reopened to permit negotiation of the following items:

1. Compensation for teaching faculty members and clinical EAs in nursing and allied health academic programs.
2. Simplification of Article XIX (Other Leaves). This provision shall not be construed to permit or require discussion of leave benefits not already contemplated by Article XIX and shall not result in any additional cost to the Board.
3. Compensation for teaching faculty members in other than nursing and allied health programs who are assigned to perform academic supervision and administration duties. This reopener includes the continuation of substantive discussions that have already taken place. Costs resulting from implementation of any new Supplemental Letter of Agreement RE: Compensation for Academic Supervision and Administration shall be subject to approval and funding by the General Assembly. The parties shall agree to an estimate of costs associated with any agreement or arbitrator's award on this subject.

Stipulated Agreement
In the matter of Faculty Promotion Calculations and Miscellaneous Rates of Pay
with
The Federation of Technical College Teachers, AFT, Local 1942, AFL-CIO
and
The Congress of Connecticut Community Colleges
and
AFSCME, Local 2480, Council 4
and
The Board of Regents for Higher Education

1. This agreement is between the Board of Regents (hereinafter referred to as "BOR") and the Federation of Technical College Teachers, The Congress of Connecticut Community Colleges and AFSCME, Local 2480, Council 4 (hereinafter collectively referred to as "unions") and resolves simultaneously the Faculty Promotion Calculation Grievance and the Miscellaneous Rates of Pay Grievance (i.e., The proposed terms set forth below are a package settlement and; therefore, one of the cases cannot be resolved without at the same time resolving the other one.).
2. **The Faculty Promotion Calculation Grievance:** For academic years 2013-14, 2014-15 and 2015-16, the BOR agrees to utilize the historical* pay calculation method (acknowledging that in 2013-14, the order of calculation was different due to the SEBAC Agreement and MOA "To Clarify the Implementation of the Salary Increases for FY 2014") and then identify "impacted members" by comparing individual salary outcomes for promoted faculty with the pay calculation method proposed by the unions which applies calculations in the following order: (1) Promotion, (2) General Wage Increase (GWI) and (3) Annual Increment (AI). Any "impacted members", individuals that would have received a greater increase using the union's proposed calculation method (as identified on Attachment A for 2013-14 & Attachment B for 2014-15), will be advanced one step within the rank to which they were promoted and will receive the corresponding current biweekly rate of pay for the new step effective April 3, 2015 (paycheck date 5/1/15).

*Historical pay calculation applies calculations in the following order: (1) General Wage Increase (GWI), (2) Annual Increment (AI) and (3) Promotion.
3. **The Faculty Promotion Calculation Grievance:** For academic year 2015-16, the "impacted members" as described above will be advanced one step within their new rank and will receive the corresponding biweekly rate of pay for the new step effective July 24, 2015 (paycheck 8/21/15).
4. **The Faculty Promotion Calculation Grievance:** Any extra monies needed to fund the additional pay produced by advancing the "impacted members" by one step will come from the contractual promotions accounts and no new money outside of contractual funds will be utilized for this purpose. This will follow the typical accounting method for promotions which includes funding the new dollars (cash amount) required. Rollout balances will be adjusted accordingly.

02/20/2015

Stipulated Agreement

In the matter of Faculty Promotion Calculations and Miscellaneous Rates of Pay

Page 2 of 2

5. **Miscellaneous Rates of Pay Grievance:** The BOR agrees to utilize the effective date of July 1st for implementing the Miscellaneous Rates of Pay increases for FY 2015-16 as proposed by the unions. Any employee receiving a Miscellaneous Rate of Pay who has an assignment beginning on or after July 1, 2015, shall receive the increased 2015-16 pay rate. See Attachment C for specific Miscellaneous Rates of Pay categories. A total of \$70,000 from the contractual grievance accounts will be utilized to offset the expense of implementing the rate increase on July 1st as described above. (Congress: 56,000.00, AFT: 11,900.00, AFSCME: 2,100.00)
6. The unions will withdraw both pending grievances that are currently before Arbitrator Golick.
7. No party to this agreement may refer to this settlement as constituting any type of precedent for any future negotiation or grievance but may be introduced in a proper forum solely to enforce its terms.



3-19-2015

Eric Chester
Counsel for
The Federation of Technical College Teachers, AFT, Local 1942, AFL-CIO



3-19-2015

Eric Chester
Counsel for
The Congress of Connecticut Community Colleges



3-19-2015

Eric Chester
Counsel for
AFSCME, Local 2480, Council 4



3/20/15

Laurie G. Dunn
Interim Vice President for Human Resources
Board of Regents for Higher Education

Attachments: A, B & C