UC Hastings Initial Proposal for UC-AFT

In recognition of the Public Employment Relations Board ("PERB") certification of the University Counsel-American Federation of Teachers (UC-AFT), as the exclusive representative of UC Hastings non-supervisory Librarians, UC Hastings presents the following initial proposal for inclusion in a collective bargaining agreement between UC Hastings and UC-AFT.

In negotiating the collective bargaining agreement, UC Hastings proposes to present additional proposals within the scope of the agreement that will provide management maximum flexibility to maintain optimum service and operational efficiencies for UC Hastings students, faculty, and staff while observing budgetary constraints.

Article 1 – Recognition:

UC Hastings will propose an article that acknowledges UC-AFT as the exclusive representation of the certified bargaining unit.

Article 2 - Union Rights and Access:

UC Hastings will propose to codify provisions to provide for the rights of employees in the bargaining unit to engage in protected Union activities and to codify access rights, including bulletin boards, mail service, telephone usage, e-mail usage, and use of College facilities which do not disrupt UC Hastings operations.

Article 3 - Management Rights:

UC Hastings will propose an article enumerating relevant management rights.

Article 4 – Non-Discrimination/ Non-Harassment:

UC Hastings will propose an article codifying its commitment to non-discrimination/ non- harassment within limits imposed by law or UC Hastings regulations and provide for a complaint process whereby employees may seek resolution of their complaints through the Human Resources Department.

Article 5 – Positions/Appointments:

UC Hastings will propose an article providing for the classification and rules for appointment of Hastings employees, including but not limited to the appointment of temporary, probationary, and career employees. UC Hastings will propose definitions for the categories of probationary, temporary (limited appointments), and career position.

Article 6- Healthy Work Environment:

UC Hastings will propose an article that commits to maintaining safe working conditions.

Article 7- Employee Grievance and Arbitration Process:

UC Hastings will propose an article that sets forth a grievance process that will be fair and equitable for employees and that will encourage employees to seek resolution of complaints on an informal and/ or formal basis and that will improve the efficiency of College operations.

Article 8 – Employee Discipline:

UC Hastings will propose an article that sets forth the College's ability to institute corrective action , including, but not limited to dismissals for just cause; written warnings; suspensions; reduction in salary, and/or or stipend. The article will also provide for investigatory leave, as well as language outlining notice/opportunity to respond to allegations of inappropriate conduct.

Article 9 – Layoff s and Reduction in Force:

UC Hastings will propose an article to set forth a layoff procedure. "Layoff" will be defined an involuntary separation of a non-probationary career employee from employment or an involuntary transfer to a temporary/ seasonal position as a result of lack of funding and/or lack of work. Language regarding notice and pay in lieu of notice will be provided.

Article 10- New Employee Orientation:

UC Hastings will propose an article setting forth the process the College will use to receive Union orientation materials and distribute them to new employees.

Article 11- Appointment Notification:

UC Hastings will propose an article setting forth a process whereby the College will provide the Union with written notice of any reclassification, layoff, and furlough, reduction in time, demotion, discipline, or change in employee status.

Article 12- Health and Welfare:

UC Hastings will propose an article setting forth the eligibility and required contribution for participation in the College's health and benefits program.

Article 13- Union Security:

UC Hastings will propose an article setting forth the Union's ability to collect relevant dues and fees without impeding UC Hastings business practices.

Article 14- Defined Benefit Plan:

UC Hastings will propose an article setting forth employees' eligibility and required contribution for participation in the University of California retirement program.

Article 15- Personnel Files and Evaluation:

UC Hastings will propose an article establishing the constitution of employment files and relevant performance evaluation standards and procedures and implementing guidelines. This article will also propose annual reviews and written evaluations, as well as procedures whereby employees may review the contents of their personnel files upon request.

Article 16- Labor- Management Meetings:

UC Hastings will propose an article allowing for the parties to request labor and management meetings and authorizing release time for union employees and/ or employee union representatives to attend.

Article 17 – Leaves:

UC Hastings will propose an article capping and limiting vacation and annual leave accruals consistent with the existing cap as provided in the College's Personnel Rules and Regulations.

Article 18 - Business and Travel:

UC Hastings will propose an article codifying provisions of the Hastings Financial Operations Policy and Procedure Manual to provide for reimbursement of College employees who incur expenses for conducting College sanctioned business or traveling.

Article 19- No Strikes:

UC Hastings will propose an article that outlines the union's commitment that it will not engage in strikes, including sympathy strikes, during the life of the collective bargaining agreement. The article will also outline the union's obligations in the event of an employee strike in conflict with the provisions of the article.

Article 20 – Duration:

UC Hastings is prepared to negotiate the terms and duration of a collective bargaining agreement.

Article 21- General Provisions:

UC Hastings will propose an article and relevant policies that will improve the efficiency of UC Hastings operations. UC Hastings will consider any proposal that would achieve cost savings and/or improve the efficiency of College operations

Re: Side letters, Appendices, and Addenda:

UC Hastings proposes to make side letters, appendices, and addenda as needed to clarify any portion of the agreement.

UC Hastings reserves the right to add, modify, delete, or otherwise change proposals during the course of negotiations.