

TENTATIVE AGREEMENT
BETWEEN
STATE UNIVERSITY ORGANIZATION OF ADMINISTRATIVE FACULTY
AND
BOARD OF REGENTS FOR HIGHER EDUCATION

Cover Page

Board of Regents for Higher Education Connecticut State College and University System

Global Update

Global proposal that anywhere in the agreement where faculty appears it should be updated to administrative faculty and anywhere that his appears it should be updated to his/her and he should be updated to he/she.

Article 3.2 – Non-Discrimination

The President/Chancellor shall bring into being a Minority Recruitment and Mentoring Committee under the direction of the Affirmative Action Officer. The committee shall include the Chapter President or his/her designee and have a minimum of two minority bargaining unit members which are to be appointed by the Chapter President of the respective University. The Committee shall be charged with the responsibility for identifying and recommending qualified minority candidates to search committees after the promotional process in Article 10 has been followed. Travel and associated costs for this effort approved by the Affirmative Action Officer may be charged to the University's budget.

The Minority Recruitment and Mentoring Committee shall ensure that mentoring arrangements are available for newly appointed minority employees. The mentors shall be charged with responsibility for enhancing the professional development of minority employees, ~~during the first 1-6 years of employment and/or during the first 3 years in a new position or reassignment~~. Costs of this effort, which may not include any salary payment for the mentor(s) or related personnel, may be charged to the support fund described below.

Article 6 – Dues, Deduction, Agency Shop Fee, and Membership Check-Off

Upon 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.

The parties acknowledge that, in accordance with CCS 5-270 to 5-280 each employee in the bargaining unit, whether or not a member of SUOAF-AFSCME, shall as a condition of continued employment tender to the Union an amount equal to the regular dues, fees and assessments authorized and collected from its membership.

To implement this provision, the Board shall deduct from each salary payment payable to a bargaining unit member who has provided such authorization a sum equal to one twenty-sixth (1/26th) of the annual charges for dues (for members of SUOAF-AFSCME), service fees (for non-members), initiation fees and assessments (if any), and remit such monies to the Union within fourteen (14) calendar days after the Comptroller has forwarded said amount to the Universities.

Both parties to this Agreement recognize that a percentage dues structure may be applied so that the amount withheld varies with changes in base salary.

Article 12.3 – Administrative Faculty Appointments

Various educational and experiential qualifications are listed in the official job description for each position. When Management establishes or modifies a bargaining unit position, it shall list on the official job description required qualifications. The parties shall continue to strive for agreement in the development of job description contents. These qualifications are not designed to bar appointment of persons who have demonstrated unusual ability and promise. In such cases, the President/Chancellor or designee may waive listed qualifications.

Article 14.3 – Renewal and Non-Renewal of Term-Appointed Administrative Faculty Members

Personal delivery of written notices of non-renewal or delivery via return receipt email, along with a copy sent to the Chapter President, certified mailing of the same to the administrative faculty member's last recorded residence shall constitute effective notification. Comments on an evaluation form do not constitute appropriate written notice under this Article.

Article 14.5 – Renewal and Non-Renewal of Term-Appointed Administrative Faculty Members

Failure to renew a term appointment is grievable to Step 2 of the grievance procedure only, and may be carried further by mutual agreement only.

Article 15.2a – Continuing Appointment Eligibility

Within thirty (30) days of the commencement of a member's employment, the member must elect a continuing appointment track or a two (2) year renewable term track. A member must have the

~~opportunity to consult with a union representative prior to making this election. A member will have an additional thirty (30) day opportunity to make a new election with union representation if they change jobs during their career. A member who fails to make a timely election shall default to a continuing appointment. Members who elect two (2) year renewable terms will receive notice in the case of non-renewal as follows: (a) thirty (30) days if non-renewal occurs during the initial appointment; and ninety (90) days if non-renewal occurs during any subsequent appointment.~~

Article 15.4 – Continuing Appointment

Denial of a continuing appointment is grievable to Step 2 of the grievance procedure only, and may be carried forward by mutual agreement only.

Article 15.8 – Continuing Appointment

An administrative faculty member who was granted tenure prior to June 13, 1975, or who elected to be considered for tenure under the 1971 Personnel Policies, pursuant to the 1975 Personnel Policies, will continue to hold tenure.

Article 16.4 – Teaching Assignment

Outside of normal job responsibilities, when a member is assigned by Management to teach in an academic department, his administrative workload shall be adjusted according to the following ratio: the number of credit hours taught per week divided by the length of the semester in weeks. Instructional activities shall be coordinated with the department and/or division members involved.

Article 16.5 – Special Projects

When the President/Chancellor or his designee determines there is a need to assign a bargaining unit member to a special project and that compensatory time arrangements are not possible, the terms and conditions of such assignment shall be reduced to writing and approved by the University Chief Human Resources Officer and the Local SUOAF- AFSCME President or designee. Implementation of special project arrangements require the approval of the Associate Vice Chancellor for Human Resources and Labor Relations or designee.

Article 16.7 - Telecommuting

16.7.1 The 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 and telephone access 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.

Article 16.7.2 - 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 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. ~~A telecommuting agreement shall be for a period not to exceed three months.~~

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.**

Article 16.7.3 Renewal

~~Upon its expiration, a telecommuting agreement may be renewed for a period not to exceed three (3) months in accordance with the approval process set forth herein.~~

Article 16.7.4 16.7.3 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 university 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.

16.7.5 16.7.4 Grievance and Arbitration Procedure

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

Article 16.8 – Flexible Work Schedule

Management recognizes the benefit and the necessity of allowing flexible scheduling for SUOAF members whose job responsibilities require or may allow them to deviate from a standard seven (7) hour work day, Friday through Thursday.

Eligible members may be asked or request to work a flexible schedule. If a department head requests that an employee work a flexible schedule, a request must be sent to the member, in writing, prior to the start of the pay period in which the hours would be flexed. Employees who request to work a flexible schedule must make a written request and receive their department head's written approval before flexing their schedule.

16.8.1 Upon written approval to work a flex schedule, the member may work 70 hours over a biweekly pay period. The following guidelines shall apply:

- (1) 70 hours must be worked over a pay period: Friday through the second Thursday of the pay period;
- (2) Timesheets must reflect the actual number of hours worked on each day and the actual number of hours of accrued leave used, if any;
- (3) If working a flex time schedule during a pay period that includes a holiday, members must work or use accrued leave for the remaining hours, totaling 70 inclusive of the holiday(s), for the pay period;
- (4) Generally speaking, members may not work more than ten (10) hours per day;
- (5) It may be necessary or permissible to work on a Saturday or a Sunday, or on holidays, due to the particular demands of a position;
- (6) A four-day work week is permissible with the approval of the supervisor;
- (7) If a member must request accrued leave or PL time during a pay period in which they are working a flex schedule, accrued leave must be charged for the exact number of hours the member is scheduled to work on that day;
- (8) Members shall not be eligible to accrue or use Compensatory Time during a pay period in which a flex schedule is worked;
- (9) Flexible schedules are considered non-permanent.

16.8.2 Exceptions to (1) to (8) above may be made in unusual circumstances due to workload demands. All exceptions shall be committed to writing.

16.8.3 Should a situation arise that necessitates immediate response by a member, causing the member to extend their normal workday, the member may flex that accrued time in the same pay period without receiving prior written approval.

16.8.4 Any denial of a request for a flex schedule shall be accompanied by a reason for the denial. Any request for a flexible schedule shall not be unreasonably denied.

16.8.5 SUOAF members that have been deemed non-exempt under the Federal Fair Labor Standards Act (FSLA) are not eligible for flexible scheduling.

Article 19 – Administrative Faculty Evaluation

19.3.1 – Prior to issuing an evaluation to a bargaining unit member, ~~the member and his line supervisor shall discuss matters pertaining to it. Management shall review the completed signed evaluation and have an opportunity to add comment prior to the member's review. Following this, Management will sign the evaluation and return it to the immediate supervisor, who will then discuss matters pertaining to it with the member.~~

In completing evaluations, supervisors may consult with other individuals regarding a member's performance.

Article 19.3.2

The evaluation shall be in writing and the complete document shall be reviewed and discussed by the employee and his supervisor prior to signature by the employee. ~~and before it leaves the department or area. Upon completion of review and acknowledgement, a final copy of the evaluation shall be remitted to the member and forwarded to the Human Resources department for placement in the employee's personnel file.~~

Article 19.3.4

~~The signed copies of the evaluation shall be sent to the University Dean or Vice President responsible for the area. Where the Dean or Vice President is the faculty member's supervisor, this step shall be eliminated.~~

Article 19.3.5

~~The Dean or Vice President shall also sign the document(s) indicating his review. He shall then forward the evaluation to the President/Chancellor or designee for review and placement in the personnel file. Upon completion of review and acknowledgment, a final copy of the evaluation shall be remitted to the member.~~

Article 19.3.64

Within ten (10) work days of the receipt of a supervisory evaluation pursuant to 19.3.32, a member may provide a written comment regarding its contents. Such written comment shall be forwarded in triplicate duplicate to the supervisor, ~~the Dean or Vice President, and the President/Chancellor, and the appropriate Management Official.~~ The employee's comments shall be placed in the member's personnel file, appended to the evaluation.

Article 19.3.75

Union officials shall have access to an evaluation when such is the subject of a grievance. In grievances concerning evaluations, the grievance officer may not substitute his judgment for that of the evaluator in applying the relevant evaluation standards, unless the grievance officer determines that the evaluation is unfair, unreasonable, and/or contrary to fact.

Article 19.4 – Schedule

The following time schedule for evaluation shall apply. All administrative faculty members ~~without a continuing appointment~~ shall be evaluated each year on or before ~~December March 1 and on or before June 1~~. Such evaluations will not be submitted until a member has completed at least three (3) months of service. When appropriate, evaluations of term appointed members shall include a recommendation on renewal or continuing appointment.

~~Members on continuing appointment shall be evaluated biennially on or before June 1, unless the most recent evaluation was unsatisfactory, in which case the member shall be evaluated annually.~~

Article 19.5 – Schedule

Unsatisfactory evaluations are grievable to arbitration. A copy of any unsatisfactory evaluation will be provided to the Union. Annual ratings of unsatisfactory result in no pay increase for the incumbent. Any member who receives an unsatisfactory evaluation will be provided reasons for said evaluation and will be placed on a performance improvement plan to be monitored monthly with their supervisor.

Article 20.3 – Discipline

Prior to imposing any disciplinary action, the appropriate Management official shall meet with the member who shall be given the opportunity to be accompanied by a Union representative. The member shall acknowledge in writing that he has been given the opportunity to be accompanied by the Union representative. If the individual refuses to make such written acknowledgment, Management shall notify the Union representative prior to the meeting. ~~At this meeting, written Written~~ charges shall be presented to the employee at least five (5) days before this meeting.

If the matter is not disposed of by mutual agreement at the meeting and the appropriate Management Official decides to impose discipline, he shall send a written statement of the charges and the disciplinary action to the member and the Union simultaneously.

Article 21.1.3 – Grievance Procedure

All hearings shall be and remain confidential unless an open session is requested by ~~the grievant mutual agreement of the parties.~~

Article 21.4.4.1 – Grievance Procedure

All arbitration proceedings shall be private, with only parties in interest allowed to attend unless ~~the both parties grievant agrees otherwise.~~

Article 22.6 - Professional Development Funds

In addition to funds budgeted normally for such purposes, the sum of \$25,000 shall be available annually for the first two (2) years of the contract (7/1/21 & 7/1/22) for the purpose of funding professional development activities for members of the bargaining unit. The Board shall have full and final authority to allocate and authorize expenditure of this sum under the authority of the Chief Human Resources Officer on each university and the Chancellor, or designee, in the System Office. No one individual shall receive more than \$1,500 in a contract year. Expenses of members required to travel on University business shall not be charged to this fund. Funds appropriated in one fiscal year and not expended shall carry over into the next fiscal year and these funds will carryover until the balance is depleted. These funds shall be utilized after the depletion of the pool of money cited in the second (2nd) paragraph of this article. Decisions concerning allocation and expenditure of said funds shall not be grievable.

A pool of money, which shall be 0.27 percent (0.27%) of the aggregate, biweekly base salary of the bargaining unit as of the last Thursday of the pay period which precedes that in which July 1 falls, shall be set aside for professional development. These funds will expire at the end of each fiscal year.

If these funds are depleted to \$0 at any University/System Office, then an individual at that University/System Office may submit a request for professional development funds to the appropriate SUOAF committee at another University/System Office that has available professional development funds at that time.

Article 24.2.3 – Sick Leave

Earned sick leave is granted to administrative faculty members for the following reasons: (1) incapacitation for duty; (2) dental or medical examinations or treatments for which arrangements cannot be made outside of working hours; (3) when presence at work will expose others to contagious disease; (4) in the event of death in the immediate family (immediate family means husband, wife, father, mother, sister, brother, child, or any other relative who is domiciled in the member's household) when as much as ~~three (3)~~ five (5) working days' leave with pay shall be granted; (5) if critical illness or severe injury in the immediate family creates an emergency which requires the attendance or aid of the employee, when up to five (5) working days with pay in a calendar year shall be granted; (6) as much as three (3) working days' leave per calendar year shall be granted to fulfill the obligations of traveling to, attending, and returning from funerals of persons other than members of the immediate family.

Article 24.2.10 – Sick Leave Bank

A sick leave bank is established for use by bargaining unit members who have exhausted their accumulated sick leave and who have catastrophic and/or extended illness. The bank shall be established by a mandatory contribution of four (4) days of accumulated sick leave from each member and maintained at a minimum of four days per member after the first year of institution. New members shall be eligible for the sick leave bank and all member's initial contribution will be made on January 1st following their date of hire. Additional contributions shall be made

as necessary. Upon retirement, a member's contributions of sick days made to the bank less any days taken from the bank shall be returned to his accumulated credit for the purpose of computing compensation for unused sick leave. Such days shall not be returned if an individual has accrued 240 sick days.

Article 24.3 - Holidays

24.3.1 Administrative faculty members shall be granted time off with pay for the following holidays if these holidays fall within their work year:

New Year's Day	Independence Day
Martin Luther King Day	Labor Day
Lincoln's Birthday (Observed Friday preceding Washington's Birthday)	Columbus Day Day Before Thanksgiving
Washington's Birthday	Thanksgiving Day and following Friday
Day of Prayer	Christmas Day
Memorial Day	

Article 25.1 – Family and Medical Leave

~~In addition to any other paid benefits or leaves, upon written request, a member shall be granted:~~

- A. Family Leave: A maximum of twenty-four (24) weeks of family leave of absence within any two (2) year period upon the birth or adoption of a child of that member, or upon the serious illness of a child, spouse or parent of the member.
- B. Medical Leave: A maximum of twenty-four (24) weeks of medical leave of absence within any two (2) year period upon the serious illness of such employee.

~~Any member who requests a medical leave of absence due to the member's serious illness or a family leave of absence due to the serious illness of a child, spouse or parent, shall be required prior to the start of the leave, except in emergency circumstances, to provide written certification from the attending physician of the nature of the illness and its probable duration.~~

~~For the purpose of this section, "serious illness" means an illness, injury, impairment, or physical or mental condition that involves: (1) in-patient care in a hospital, hospice or residential care facility; or (2) continuing treatment or continuing supervision by a health care provider.~~

~~A member requesting a family leave of absence must submit, prior to the leave, except in emergency circumstances, a signed statement of the employee's intent to return to his/her position.~~

~~The State shall pay for the continuation of health insurance benefits for the member during any leave of absence taken pursuant to this section. In order to continue any other health insurance coverages during the leave, the member shall contribute that portion of the premium he would have been required to contribute had he remained an active employee during the leave period.~~

All eligible members, upon written request, shall be granted Family and Medical Leave, including Maternity and Adoption leave, as prescribed under the Federal and State Family Medical Leave Acts, Pregnancy Act, Connecticut General Statutes 5-248a; Americans with Disabilities Act, Connecticut Fair Employment Practices Act and any other Federal and/or State family and/or medical leave acts as enacted.

Article 28 — Retrenchment

Insofar as possible the process of natural attrition shall be used to reduce the administrative faculty workforce. When a reduction in staff is contemplated, the following procedure shall be followed.

28.1 Declaration of Financial or Programmatic Exigency Crisis

In the event the Board determines that a bona fide financial crisis and/or programmatic exigency exists which requires the termination of bargaining unit members prior to the end of a term appointment or those on continuing appointment, the Board shall notify the Union and negotiate with SUOAF-AFSCME the impact of any such exigency crisis upon the bargaining unit to the full extent required by law. The negotiation process shall be completed within sixty (60) calendar days. During this period and in the event an institution University is closed or merges with another University, or has a major reduction in academic programs, serious consideration will be given to the possible relocation of members on continuing appointment. After sixty (60) calendar days have elapsed and if no agreement has been reached, the Board may implement its last proposal.

28.1a For purposes of this Article, a “bona fide financial crisis” shall be defined as an existing or imminent major financial crisis which would threaten survival of the Connecticut State University as defined in Article 1.2. Under no circumstances shall financial crisis be declared prior to 7/1/2023.

28.1b For purposes of this Article, “survival” of the Connecticut State University is expressly defined as the availability of adequate funds to enable the System substantially to fulfill its mission as approved by the Board. A declaration of financial crisis and subsequent reductions must be consistent with and limited to the goal of preserving the Connecticut State University’s ability to substantially fulfill its mission. Only the Board, or CSCU President with express approval from the Board, can declare a bona fide financial crisis.

28.1.1 During the above negotiations, consideration shall be given to ensure compliance with State and Federal non-discrimination and affirmative action laws and regulations.

28.1.2 The deadline for negotiations may be extended by mutual agreement.

28.2 Before any administrative faculty members are retrenched, ~~implementation of the alternate procedures below must have been explored in detail with SUOAF AFSCME and actively pursued as possible remedies by the Board of Regents: the parties shall make every reasonable effort to avoid and mitigate retrenchment by implementing at a minimum the following measures:~~

- elimination of part-time members administrative workers, within the impacted area who are performing non-management duties, regularly assigned fewer than 20 hours per week;
- encouraged use of Voluntary Schedule Reduction;
- confirmation that the system as a whole, including the System Office, has an adjusted Unrestricted Net Position (UNP), as determined by the CSCU Controller based on audited UNP excluding the impact of unfunded pension and OPEB liability, according to normal practice that is less than two (2) months of operating (2/12 of most recently enacted budget for expenditures, or audited expenditures).
- reduction of equipment and other expense costs;
- reassignment to another function or department consistent with Article 10.5;
- ~~special sabbatical leave;~~
- retraining;
- ~~early retirement with early retirement incentives.~~

Before any administrative faculty members are retrenched, the parties shall make every reasonable effort to avoid and mitigate retrenchment by actively pursuing as possible remedies by the Board of Regents:

- special sabbatic leave;
- early retirement with early retirement incentives

Any retrenchment must be based on seniority. Members without continuing appointment shall be retrenched before members with continuing appointment. Members with temporary appointments shall be retrenched before members with term appointments. In no case shall an administrative faculty member be laid off if major responsibilities within his or her job description are outsourced or assigned outside the bargaining unit.

28.3 Within ten (10) calendar days, the President/Chancellor shall give notice by certified mail to members whose positions, as described in Article 10.1, are to be retrenched. Copies of all notifications shall be sent to the SUOAF-AFSCME Chapter and Local Presidents.

28.4 A ~~university~~ "bump-back" mechanism shall be established as follows. A member may bump another member of the bargaining unit who is least senior and (1) ~~has less seniority and holds a comparable job description the same title; (2) holds a job description in the next lower rank of a comparable job series~~ who is directly subordinate and less senior to the member bumping; (3) whose position was previously held by the bumping member. ~~provided that such member has more seniority.~~ In addition, any member at or below the rank of Administrator IV a member may bump the least senior member ~~others~~ in the same or lesser rank whose job he is qualified to fill based on currently established qualifications in the official job description.

28.4a For purposes of this Article, a "comparable job description" is a job description with the same rank, and for which the primary responsibilities and requisite skills and experience are substantially the same.

28.4b For purposes of this Article, a job description in the next lower rank of a "comparable job series" is a job description for which the primary responsibilities and

requisite skills are substantially similar, but at a reduced level of responsibility, experience, and/or scope.

28.4.1 For the purpose of this Agreement, seniority is defined according to Article 1.8.

28.4.2 The salary of a member reduced in rank as a result of the bump– back mechanism shall be the maximum of the new rank or his current salary, whichever is lower. remain based on original rank, same as if bump back had never occurred.

28.4.3 In no case shall an administrative faculty member be laid off for the purpose of creating a vacancy for a person outside of the bargaining unit. If a bargaining unit member was transferred from the teaching faculty and holds tenure therein, he retains the right to return to the teaching faculty or to follow the bumping procedure, at his own option.

28.5 Members should be informed of layoff as soon as practicable. Not less than ten (10) months notice of layoff shall be given.

28.6 ~~For a period of thirty-six (36) months following retrenchment, an administrative faculty member who is not otherwise employed at the State Universities shall be notified of available positions or vacancies should such opportunities for re-employment arise. Any offer for re-employment must be accepted within thirty (30) days after acknowledgement receipt of the offer or forty-five (45) days after dispatch by registered or certified mail to the member's last recorded address, whichever shall occur sooner. In the event such offer for re-employment is not accepted, the administrative faculty member shall receive no further consideration. It is the administrative faculty member's responsibility to keep the University informed of changes in address and/or qualifications.~~

28.6 For a period of thirty-six months (36) months following retrenchment, no position eliminated under this article shall be re-established and filled in the same department or similar program in another department on either a full-time or FTE part-time basis until at least three (3) years have elapsed, unless the person who was separated and is qualified as determined by the job qualifications after consultation with the department has been offered reappointment and has not accepted it. Offers of reappointment shall be in inverse order of separation and shall be sent by registered mail, return receipt requested, to the address last filed with the President. Failure to accept an offer within thirty (30) days of the time it was mailed by the University shall be taken to mean that the offer is rejected, and the President shall be free to offer the position to another person.

28.7 - Reappointment of a Retrenched Administrative Faculty Member

28.7.1 The President/Chancellor, upon rehiring members laid off from the University, shall do so in inverse order of layoff. He shall rehire any such member provided that the recall method used in rehiring is the inverse of the bumping mechanism established in Section 28.4. Under no circumstances shall the employer hire new employees while bargaining unit members on the recall list qualified to perform the duties of vacant positions are ready, willing, and able to be re-employed.

28.7.2 A retrenched member who is reappointed shall carry with him full credit for prior years of service. In addition, all other benefits which have accrued shall adhere to the member.

28.7.3 A member recalled shall receive his former rate of pay in addition to any wage increases which were applied to his position and/or rank during the period he was on layoff status. If a member is recalled to a position of lower rank, his salary shall be the maximum of the new rank or his previous salary, whichever is lower.

28.8 This Article is grievable to arbitration on procedural grounds only.

29.3 Provisions consistent with the SEBAC Framework (economic):

- A. There shall be no increase in salary, including merit and top step bonus (lump sum payment), for the year 2016-17.
- B. There shall be no increase in salary, including merit and top step bonus (lump sum payment) for the year 2017-18.
- C. The salary schedule for 2016-17 and 2017-18 shall be frozen and is as follows:

Admin. Rank	MINIMUM		MAXIMUM	
	Biweekly	Annual	Biweekly	Annual
I	\$1,311.56	\$34,232	\$2,425.76	\$63,312
II	\$1,661.31	\$43,360	\$2,873.29	\$74,993
III	\$2,011.09	\$52,489	\$3,320.87	\$86,675
IV	\$2,360.79	\$61,617	\$3,768.39	\$98,355
V	\$2,710.55	\$70,745	\$4,215.97	\$110,037
VI	\$3,060.31	\$79,874	\$4,663.52	\$121,718
VII	\$3,410.06	\$89,003	\$5,111.07	\$133,399

- D. In 2018-19, a one time payment of \$2,000 shall be paid in July 2018. All pensionable. This one-time payment amount shall be pro-rated for part-time unit employees.
- E. The salary schedule for 2019-20 shall be 5.5% higher for minimum and maximum salaries than the salary schedule noted in paragraph C. above and is as follows:

Admin. Rank	MINIMUM		MAXIMUM	
	Biweekly	Annual	Biweekly	Annual
I	\$1,383.70	\$36,115	\$2,559.18	\$66,795
II	\$1,752.68	\$45,745	\$3,031.32	\$79,118
III	\$2,121.70	\$55,377	\$3,503.52	\$91,442
IV	\$2,490.63	\$65,006	\$3,975.65	\$103,765
V	\$2,859.63	\$74,637	\$4,447.85	\$116,089
VI	\$3,228.63	\$84,268	\$4,920.01	\$128,413
VII	\$3,597.61	\$93,898	\$5,392.18	\$140,736

- F. The salary schedule for 2020-21 shall be 5.5% higher for minimum and maximum salaries than the salary schedule noted in paragraph E. above and is as follows:

Admin. Rank	MINIMUM		MAXIMUM	
	Biweekly	Annual	Biweekly	Annual
I	\$1,459.80	\$38,104	\$2,699.93	\$70,469
II	\$1,849.08	\$48,261	\$3,198.04	\$83,469
III	\$2,238.39	\$58,422	\$3,696.21	\$96,471
IV	\$2,627.64	\$68,581	\$4,194.34	\$109,472
V	\$3,016.94	\$78,742	\$4,692.48	\$122,474
VI	\$3,406.20	\$88,902	\$5,190.61	\$135,475
VII	\$3,795.48	\$99,063	\$5,688.75	\$148,477

- G. In lieu of the usual method for salary determination, pursuant to SEBAC discussions, each continuing member shall receive a 5.5 percent (5.5%) increase in salary for FY20 effective the pay period beginning June 21, 2019 and a 5.5 percent (5.5%) increase in salary for FY21 effective the pay period beginning June 19, 2020.
- H. Furlough days. During fiscal year 2018 (7/1/17-6/30/18), the amount of compensation equivalent to the three (3) days shall be spread over the period of time remaining after the ratification of the Agreement and June 30, 2018. The days will be taken at the choice of the employee subject to the approval of management.
- I. Between the date of the SEBAC 2017 Agreement and June 30, 2021, there will be no loss of employment, including loss of employment due to programmatic changes, subject to the procedures used in SEBAC 2011. The parties may discuss voluntary alternatives if reorganization. Effective July 1, 2017, layoffs covered by current notices will not be implemented.
- J. Continuation of language to prevent privatization leading to layoffs.
- K. Allow use of sick time to pay for family FMLA, and allow more intermittent leave, provided change is made so that additional unpaid leave is not tacked on end of FMLA leave.
- L. The parties agree to mutually select an expert in the field of classification and compensation to conduct an assessment of the classification and compensation program contained in this agreement. Such assessment shall be for the purpose of ascertaining the utility and effectiveness of the existing program and offering suggestions for improvements in both substance and process in an effort to implement best practices. Any revisions to the classification and compensation program shall require mutual agreement with a target implementation date of July 1, 2018. Half of the cost of the expert will be deducted from the professional development money that was formerly allocated for merit with a lifetime maximum of twenty thousand dollars (\$20,000). Normal processes will continue until an alternate agreed upon process has come into effect.
- M. A pool of money, which shall be 0.27 percent (0.27%) of the aggregate, biweekly base salary of the bargaining unit as of the last Thursday of the pay period which precedes that in which July 1 falls, shall be set aside for professional development.
- N. Commencing on July 1, 2017, the pool of money formerly applied to merit increases will be applied to professional development under Article 22.6. This pool of money will be in addition to the professional development funds that currently exist and will expire at the end of each fiscal year.
- O. 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 29.3 - Provisions Consistent with the SEBAC Framework (economic):

- A. The salary schedule for contract year 2021 - 2022 shall be as follows:

Administrative Rank	Minimum - Biweekly	Minimum - Annual	Maximum - Biweekly	Maximum - Annual
I	\$1,525.50	\$39,815	\$2,821.43	\$73,639
II	\$1,932.29	\$50,432	\$3,341.96	\$87,225
III	\$2,339.12	\$61,051	\$3,862.54	\$100,812
IV	\$2,745.86	\$71,666	\$4,383.06	\$114,397
V	\$3,152.68	\$82,284	\$4,903.65	\$127,985
VI	\$3,559.48	\$92,902	\$5,424.19	\$141,571
VII	\$3,966.28	\$103,519	\$5,944.75	\$155,157

- B. All members will receive a one-time special lump sum payment of \$2,500, which will be payable as soon as practicable upon General Assembly approval. The effective date and retro date is 3/31/22. This payment will be pro-rated for part-time members.
- C. In lieu of the usual method for salary determination, pursuant to SEBAC discussions, each continuing member shall receive a 4.5 percent (4.5%) increase in salary for FY22 effective for the pay period including 7/1/21. Employees who left in good standing with 10 years or more of service, or who retired after 7/1/21, will be eligible for the retroactive payment through their date of departure.

- D. The salary schedule for contract year 2022 -2023 shall be as follows:

Administrative Rank	Minimum - Biweekly	Minimum - Annual	Maximum - Biweekly	Maximum - Annual
I	\$1,594.15	\$41,607	\$2,948.40	\$76,953
II	\$2,019.25	\$52,702	\$3,492.35	\$91,150
III	\$2,444.39	\$63,798	\$4,036.36	\$105,348
IV	\$2,869.43	\$74,892	\$4,580.30	\$119,545
V	\$3,294.56	\$85,988	\$5,124.32	\$133,744
VI	\$3,719.66	\$97,083	\$5,668.28	\$147,942
VII	\$4,144.77	\$108,178	\$6,212.27	\$162,140

- E. All members will receive a one-time special lump sum payment of \$1,000 effective 7/14/22. This payment will be pro-rated for part-time members.
- F. In lieu of the usual method for salary determination, pursuant to SEBAC discussions, each continuing member shall receive a 4.5 percent (4.5%)

increase in salary for FY23 effective for the pay period including 7/1/22.

G. The salary schedule for contract year 2023 - 2024 shall be as follows:

Administrative Rank	Minimum - Biweekly	Minimum - Annual	Maximum - Biweekly	Maximum - Annual
I	\$1,665.89	\$43,479	\$3,081.08	\$80,416
II	\$2,110.12	\$55,074	\$3,649.51	\$95,252
III	\$2,554.39	\$66,669	\$4,218.00	\$110,089
IV	\$2,998.56	\$78,262	\$4,786.42	\$124,925
V	\$3,442.82	\$89,857	\$5,354.92	\$139,763
VI	\$3,887.05	\$101,452	\$5,923.36	\$154,599
VII	\$4,331.29	\$113,046	\$6,491.83	\$169,436

H. In lieu of the usual method for salary determination, pursuant to SEBAC discussions, each continuing member shall receive a 4.5 percent (4.5%) increase in salary for FY24 effective for the pay period including 7/1/23.

- I. There will be a reopeners on wages only during the fourth and final year of the agreement (7/1/24 – 6/30/25).
- J. 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 30.7 – Accounting of Benefits

Each member of the bargaining unit shall be provided, upon request, before August 1 with a confidential written accounting as of June 30 of that year giving his current status on the following items:

- amount of cumulative annual vacation and sick leave;
- current salary;
- years of credit toward longevity payment;
- years of eligibility for next sabbatic leave;
- termination date for members on term contracts;
- years of credit applicable toward continuing appointment.

Each member of the bargaining unit shall be notified no later than November 15 of the extent to which vacation accruals exceed the maximum permitted.

Article 31 – Resignation

An administrative faculty member may resign at any time, provided that three (3) weeks written notice is given for members below the rank of VI. For members holding an administrative rank VI or higher, six (6) weeks written notice is required. Failure to give such notice will result in forfeiture of two (2) weeks' pay unless explicitly waived by the University President.

Article 38 – Duration of Agreement

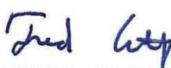
This agreement shall be effective as of the 1st day of July 2016-2021, and shall remain in full force and effect up to and including the 30th day of June 2021-2025.

Remaining Contract Proposals

All proposals by both parties that have not been settled via this signed Tentative Agreement (TA) are considered withdrawn.

This agreement is subject to approval of the Board of Regents, membership ratification, and approval of the legislature pursuant to Connecticut General Statutes Section 5-278.

In witness whereof, the parties have affixed their signatures as duly authorized collective bargaining agents.



For Board of Regents

3/1/2022

Date



For SUOAF-AFSCME, Local 2836
Local President

03/01/2022

Date



For SUOAF-AFSCME, Local 2836
Council 4 Staff Representative

03/01/2022

Date