

ARTICLE 5 – GUILD-MANAGEMENT RELATIONS

5.1 The purpose of this Article is to establish an orderly procedure for discussion and disposition of matters affecting working conditions of employees covered by this Agreement.

- A. The University agrees to notify the Guild and the President of the Guild reasonably in advance of anticipated University actions that broadly affect working conditions of employees covered by this Agreement, and a meeting shall be held thereon if requested by the Guild. Reassignments and emergency actions shall be excepted from the advance notice requirements of this provision.
- B. There shall be a Guild-Management Committee consisting of three (3) members designated by the Guild and three (3) members designated by the Vice President for Finance & Administration. One (1) of the members designated by the Vice President for Finance & Administration shall preside as Chairperson. Appropriate resource persons may be in attendance as required and agreed upon by both parties.
- C. Summary minutes will be taken by a person designated by the Chairperson. Such minutes shall not alter the terms and conditions of this agreement. The minutes shall consist of the topics discussed and the disposition of each. Copies of the minutes shall be reviewed and signed jointly by a University designee and member designated by the Guild who participated in the meeting, before such become official and are distributed. Copies of officially approved minutes shall be furnished to each member of the Committee.
- D. The Guild-Management Committee shall meet quarterly or more frequently as mutually agreed. The Committee shall have no bargaining authority; however, matters agreed upon shall be supported by both the University and the Guild. Nothing in this Article shall be construed to obligate either party to limit, restrict, or reduce their prerogatives as outlined in this agreement.

It is agreed and understood that the labor management meeting process is designed to facilitate employer/employee cooperation. The parties recognize that discussion of changes will be conducted prior to the implementation of such changes. These discussions should allow full consideration of concerns of both parties. The parties should make a good faith effort to reach agreement on the proposed changes prior to implementation. However, after giving due consideration to the concerns and suggestions of the employees, management should be able to implement changes in training programs, personnel practices or policies as needed without bargaining those changes to impasse.

- E. Employees who are representing the Guild at the Guild-Management Committee meeting shall be in pay status for actual time spent at meetings held during their regularly scheduled shift. Attendance shall in no case result in overtime compensation.
- F. Items for the agenda for the Guild-Management Committee meetings shall be submitted to the designated Police Department personnel not less than five working days prior to the meeting. The agenda may be supplemented by either party and a final agenda shall be furnished to both parties not less than one working day prior to the meeting. The agenda shall consist of issues that are of general concern only and will exclude any individual grievances in process.