

ASSOCIATION MATTERS (ARTICLE 11 & 31)

ARTICLE 11 - ASSOCIATION MATTERS

11.1 **Bargaining Unit Roster.** Within ~~six (6)~~ **four (4)** weeks of the commencement of each fall, winter, spring, and summer term, the College shall e-mail the Association an Excel-compatible list of all active members of the bargaining unit that includes their name, department, division, mailing address, birth month/year, date entering bargaining unit, position number, work email address, available personal email address, work phone number, office location, available home and cell phone numbers, PERS tier/OPSRP status, whether the assignment is permanent or temporary, employee identification number, salary step, insurance option, employee classification, and the percent of full time which they are to be employed for that quarter as reflected in the programmed database.

11.1.1 **New Hire Roster.** Within ten (10) days of hire, the College shall email the Association an Excel-compatible list of new bargaining unit members that includes their name, department, division, mailing address, birth month/year, date entering bargaining unit, position number, work email address, available personal email address, work phone number, office location, available home and cell phone numbers, PERS tier/OPSRP status, whether the assignment is permanent or temporary, employee identification number, salary step, insurance option, employee classification, and the percent of full time which they are to be employed for that quarter as reflected in the programmed database. ***Hire date is defined as date when employee accepts offer of employment.***

11.1.2 **New Hire Orientation.** The College shall provide the Association the right to meet with new employees for ~~two one (1)~~ **hours** compensated time for both part-time and contracted faculty members within thirty calendar days from ~~employee start date~~ **date of hire** during new employee orientation or at individual or group meetings at times scheduled by the Association. **The College shall notify all new employees upon hire that attendance at the New Hire Orientation with the Association is required.**

11.2 **Office Space.** An office on campus shall be available to the Association, including private phone, e-mail and internet access. No changes will be made to Association office provisions without notice and an opportunity to discuss and plan agreeable alternatives. The Association will reimburse minimum phone service fees. ***The physical space of the Association office and surrounding area shall be maintained free of pests, rodents, sewage, mold, and in a reasonably, reliably safe and sanitary fashion (e.g. ceiling and walls free from holes, sufficient electrical outlets installed, hallway lights functional and operating during building open hours, sewage leaks cleaned, remediated, and repaired in a timely manner).***

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- 11.4 **Release Time for President, Negotiations Chair, *Negotiations Team, Grievance Chair, Membership Chair and Officers*.** The Association president, negotiations chair, *negotiations team members*, and grievance chair, and *membership chair and officers* shall be given released time under the following provisions:

11.4.1 Upon request, the Association president, negotiations chair, *negotiations team members*, and grievance chair, *membership chair, and officers (i.e. Vice Presidents, Secretary, and Treasurer)* shall be granted an Association paid leave of absence from his/her normal faculty duties for the purpose of fulfilling the responsibilities of their Association office.

11.4.2 This leave may be in any amount up to fifty percent (50%) for the president, fifty percent (50%) for the negotiations chair during contract negotiations, and thirty-four percent (34%) each term each year for the grievance chair ***and for up to five (5) negotiations team members during contract negotiations, thirty-four percent (34%) each term each year for the membership chair, thirty-four percent (34%) for one term each year for the Officers (i.e. Vice Presidents, Secretary, and Treasurer)***, except that the amount of the remaining regular faculty assignment must fit a logical assignment of work by the College. For example, a one or two class release would be acceptable, but a 1-1/2 class release might not since the College normally cannot reasonably assign fractions of classes.

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11.5.2 This leave and the leave in Article 11.4 may not exceed fifty percent (50%) for any employee except **during negotiations** and as outlined in 11.5.2.1 or unless the Association and College agree to an exception.

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ARTICLE 31 – ASSOCIATION DUES & FAIR SHARE

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- 31.2 **Processing Dues Deductions.** The College deducts dues over a maximum of ~~48~~ **20** pay periods. Pay is dispersed, and therefore deductions are made, on the 25th of the month for the pay period ending on the 15th of the month and on the 10th of the month for the pay period ending on the last day of the preceding month. However, in accordance with section 31.3, the sums deducted are transferred to the Oregon Education Association (OEA) and Association on a monthly basis.

31.2.1 **Contracted employees.** For contracted faculty, deductions may begin with the ~~September~~ **August** 16-30 pay period and may end with the June 1-15 pay period. The Association will provide data sufficient for the College to deduct dues in substantially equal amounts for each pay period for which a member's dues are deducted, and the College will do so. The parties acknowledge that there are bargaining unit members who work less than the full ~~48~~ **20** pay periods. For example, some bargaining unit members may work only fall term and thus may receive salary for only that period. With respect to such employees, the parties agree to work together to facilitate the deduction of dues in appropriate amounts each pay period.

31.2.2 **Part-time employees.** For part-time faculty members, deductions may begin with the ~~September 16-30~~ **October 1-15** pay period and may end with the June ~~1-15~~ **16-30** pay period. The Association will provide data sufficient for the College to deduct dues in substantially equal amounts for each pay period for which a member's dues are deducted, and the College will do so. The parties acknowledge that there are bargaining unit members who work less than the full 18 pay periods. For example, some bargaining unit members may work only fall term and thus may receive salary for only that period. The parties agree to work together to facilitate the deduction of dues in appropriate amounts each pay period.