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IDnum 311 **Language** English **Country** United States **State** IL

Union AFSCME (American Federation of State, County and Municipal Employees) AFL-CIO

Local 308

Occupations Represented
Cashiers
Dental assistants
Dentists
Communications equipment operators

Bargaining Agency The Board of Trustees of the University of Illinois

Agency industrial classification (NAICS):

61 (Educational Services)

BeginYear 1999 **EndYear** 2000

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Notes

Contact

Full text contract begins on following page.

AGREEMENT

by and between

**THE BOARD OF TRUSTEES OF THE
UNIVERSITY OF ILLINOIS**

and

**LOCAL 308, COUNCIL #31
AMERICAN FEDERATION OF STATE, COUNTY
AND MUNICIPAL EMPLOYEES, AFL-CIO
29 North Wacker Drive, Suite 800
Chicago, Illinois 60606**

Effective October 3, 1999 through October 1, 2000

**AGREEMENT BY AND BETWEEN THE BOARD OF TRUSTEES
OF THE UNIVERSITY OF ILLINOIS
AND
LOCAL 308, COUNCIL #31 AMERICAN FEDERATION OF
STATE, COUNTY AND MUNICIPAL EMPLOYEES, AFL-CIO**

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A G R E E M E N T

by and between

**THE BOARD OF TRUSTEES OF THE
UNIVERSITY OF ILLINOIS**

and

**AMERICAN FEDERATION OF STATE, COUNTY AND
MUNICIPAL EMPLOYEES, AFL-CIO COUNCIL #31,
(FOR AND IN BEHALF OF ITS LOCAL UNION #308)**

Effective from October 3, 1999 through October 1, 2000

This Agreement made and entered into by and between The Board of Trustees of the University of Illinois, a public corporation (hereinafter referred to as Employer) and American Federation of State, County and Municipal Employees, AFL-CIO, Council #31, for and in behalf of its Local Union #308 (hereinafter referred to as Union) in behalf of certain nonacademic employees of the Employer identified in ARTICLE III hereof.

ARTICLE I AUTHORIZATION AND PURPOSE

Section 1. Authorization.

This Agreement is authorized by 115 ILCS 5/1 et seq. (Illinois Educational Labor Relations Act) and 110 ILCS 70/36d (State Universities Civil Service System Act).

Section 2. Purpose.

- a) It is the intent and purpose of this Agreement to promote sound and mutually beneficial relationships between the Employer and the Union.
- b) Employer's supervisors and Union representatives are assigned a special responsibility for the faithful application of this Agreement. The Employer and the Union will each train these representatives in the terms and conditions of this Agreement, and particularly in the use of the procedures provided herein and in Policy and Rules for resolving employment questions. The Employer and the Union are committed to the uninterrupted effective performance of the teaching, research and public service functions of the University.

ARTICLE II LIMITATIONS

Section 1. Limitations.

- a) This Agreement is subject to: (1) applicable Federal and State laws as they may be amended from time to time; (2) rules and regulations of State Universities Civil Service System as they may be amended from time to time; (3) rules and regulations of State Universities Retirement System as they may be amended from time to time; (4) the Statutes and Rules promulgated by The Board of Trustees of the University of Illinois as they exist on the effective date of this Agreement; (5) provisions of Policy and Rules as they exist on the effective date of this Agreement, or as amended; each of which is incorporated herein by reference.
- b) In the event of conflict among any of the foregoing and any provisions of this Agreement, the former shall prevail, except where a deviation from the same is set out in express terms herein.
- c) Officials of the Union will be notified by the Labor Relations office of all changes made in Policy and Rules during the term of the contract period. Upon written request by the Union, which must be made within thirty (30) calendar days of such notice, a meeting will be arranged to negotiate these changes with Union officials. Pending completion of these negotiations, such changes will not be implemented.
- d) Previous agreements and commitments by and between the Parties, contradictory to provisions hereof, are agreed to be null and void as of the effective date of this Agreement. Any subsequent amendment to this Agreement must be in written form and signed by authorized official(s) of each Party.
- e) Nothing contained herein shall be construed as a waiver by the Union of the right to negotiate on behalf of employees as provided for in 115 ILCS 5/1 et seq. (Illinois Educational Labor Relations Act). Should any part of this Contract or any provisions contained herein be determined to be contrary to law by a court of competent jurisdiction, such part or provisions shall not invalidate the remaining portions hereof and they shall remain in full force and effect. The Parties shall attempt to renegotiate the invalidated part or provisions.

ARTICLE III NEGOTIATIONS AND EXCLUSIVE RECOGNITION

Section 1. Classes Represented.

Employer recognizes Union as the exclusive representative with respect to wages, hours, and other terms and conditions of employment for a single negotiation unit consisting of employees in the following classes as defined or established by State Universities Civil Service System and employed by Employer at the University of Illinois at Chicago:

Bookstore Clerks I & II
Dental Assistants I & II
Storekeepers I, II & III

Supply Attendant
Fixed Prosthodontic Tech I & II
Removable Prosthodontic Tech I & II
Telephone Operator
Instrument Maker

The Employer will notify all new personnel hired to work in the classes covered by this Agreement that Local Union #308, Council 31, AFSCME is the authorized negotiating representative for the employees described in this Article III.

Section 2. New Classes and Recognition.

- a) Employer agrees that if any new Civil Service class designations should be established for the same, or substantially the same work presently being performed by those classes identified in Section 1 of this ARTICLE, said new classes will be treated as part of the single negotiation unit recognized by this Agreement.
- b) The Employer shall notify AFSCME of its intent to abolish or change classifications in the Bargaining Unit. The Parties shall meet within thirty (30) days of such notification as to the intent to abolish or change existing classifications and discuss the proposed action.
- c) When Local 308 of the American Federation of State, County and Municipal Employees is granted exclusive representation of a new employee group in accordance with 115 ILCS 5/1 et seq. and regulations of the Illinois Educational Labor Relations Board, that group will become a part of this Master Contract between The Board of Trustees of the University of Illinois and Local #308 of the American Federation of State, County and Municipal Employees. Employees within a newly recognized group will continue on the Pay Plan which they were on prior to recognition, but the Employer and the Union will commence negotiations for new rates of compensation as defined in Section 1 of this ARTICLE of the contract.

Section 3. Labor-Management Meetings.

For the purpose of maintaining communications between Labor and Management, and to cooperatively discuss and solve problems of mutual concern, the Labor Relations Officer will meet with the Union's Labor-Management Committee. The frequency of these meetings shall be by mutual agreement by the aforementioned Parties.

The Party requesting a Labor/Management meeting shall provide the Labor Relations's Office with an agenda of the issue(s) to be discussed prior to the scheduled meeting in order to allow the proper personnel to attend such meeting. An attempt will be made to schedule such meeting within the ten (10) workdays after receipt of the agenda.

The Union's Labor-Management Committee shall consist of the President and three (3) members of Local 308 selected by the President to attend a particular meeting. In addition to the above, the Union's committee may include AFSCME's International or Council representatives. Employees designated to attend will be allowed full pay for time required for Labor-Management meetings during their regular workday or shift.

**ARTICLE IV
NONDISCRIMINATION**

Section 1. Equal Opportunity.

There will be no discrimination by either Union or Employer with respect to any applicant or candidate for employment or employee because of race, creed, color, national origin, marital status, religion, sex, age, disability, or status as disabled veteran or veteran of the Vietnam era.

Section 2. Protected Activity.

Each employee may make his own personal decision with respect to the Union or other employee organization membership without intimidation or coercion. There will be no discrimination against any employee because of Union membership or because the employee is acting as a representative of the Union or its members or other nonacademic employees pursuant to the provisions of this Agreement or of Policy and Rules.

**ARTICLE V
EMPLOYER RIGHTS**

Union recognizes the right of Employer to manage its operations and to plan, direct, and control the policies and conditions of employment of its employees insofar as such policies are not inconsistent with the express provisions of this Agreement. Employer recognizes the interests of Union in any changes which materially affect the working conditions of those represented by Union and will meet with the Union to discuss such changes prior to placing them into effect.

**ARTICLE VI
UNION RIGHTS**

Section 1. Union Activity.

Union and its members will not solicit membership, or carry on representational activity with employees of Employer during working hours; provided, however, that an employee of Employer designated by the Union to handle such matters may, with permission of his supervisor, leave his assigned work to investigate a grievance arising within this negotiation unit and to present matters as authorized in Policy and Rules or this Agreement.

Section 2. Bulletin Boards.

Upon approval by the Employer, the Union may have posted certain notices and bulletins upon bulletin boards designated by the Employer. Approval by the Employer shall not be unreasonably denied. These notices and bulletins will be on the official letterhead of the Union, being signed by an officer thereof. Notices and bulletins permitted to be posted are:

1. Notices of Union meetings.
2. Notices of Union elections.
3. Notices of Union appointments and results of Union elections,

and any others which the Employer may approve from time to time. The number of copies which the Union wishes to have posted, plus one, will be filed with the Employer's Labor Relations Office.

Section 3. Union Delegates.

Employer may grant up to five (5) delegates of Local 308 leaves of absence without pay for the purpose of attending their Union's convention and other meetings, provided they make written application for such leaves at least thirty (30) days before beginning of such leave. Depending upon the needs of the Employer's operations, the aforementioned leaves may be granted upon written applications filed less than thirty (30) days prior to the start of the leave of absence.

Section 4. Negotiating Committee.

Employees appointed or elected to represent any appropriate negotiations unit will be allowed full pay for time required in negotiations during their regular work day or shift. Arrangements for excused absence from work shall be made by the employee with his/her immediate supervisor.

Section 5. Notification of Recognition.

- a) Employer will notify all new personnel hired to work in the classes covered by this Agreement that the Union is the authorized negotiating representative for employees described in ARTICLE III, Section 1.
- b) The Employer will endeavor to provide a list of Local #308 members who have signed revocation cards on a quarterly basis.
- c) The Employer will notify the Union of the name, home address, classification and work location of new personnel on a monthly basis.
- d) The Employer's Labor Relations Office will provide the Union with a negotiated employee's detailed report of classifications covered by this Agreement as often as this report is received by the Labor Relations Office. This report will include the employee's name, classification, rate of pay, appointment type and anniversary date.

- e) The Employer will, upon request of the Union, provide copies of rosters to the Union, by class and lesser units if any, showing each employee's seniority and relative position in such rosters. Such request shall be limited to two (2) in any contract year. In addition, when it becomes necessary to effect a layoff a seniority list will be developed in accordance with Civil Service Statute and Rules, and copies of this list will be forwarded to the employing department and the Union.

The employing department will post a copy of the seniority list in a conspicuous place within the department. The Employer shall maintain a seniority list in accordance with Civil Service Statute and Rules, Chapter VI 250.120, Seniority, (c) Seniority List.

Section 6. Access to Premises.

The Employer agrees that Local representatives and officers, and AFSCME's staff representatives, shall have reasonable access to work areas of the Employer, giving prior notice to the Labor Relations Office. Operations permitting, such access shall be granted by the Employer.

**ARTICLE VII
WAGES**

Section 1. Method of Establishment of Wages.

Wages specified herein have been, and shall in the next subsequent Agreement be established in negotiations by and between the Parties who shall determine levels of compensation which take into account the rate of compensation generally paid for similar work in the locality in which the work is to be performed.

Section 2. Effective Dates of Wages.

Wages established in this Agreement shall become and remain effective as specified in Appendix "A" attached hereto and a part hereof except as otherwise provided herein.

Section 3. Wages (Basic Straight Time).

- a) Basic straight time hourly wages are hereby defined as those payable for work performed during the five (5) normally scheduled work days in a work week, but for not more than eight (8) hours' work during any one of the aforesaid five (5) days.

Basic straight time hourly wages (for Dental Assistants and Fixed and Removable Prosthodontic Technicians and Instrument Makers) are hereby defined as those payable for work performed during the five (5) normally scheduled work days in a work week, but for not more than seven and one-half (7 1/2) hours' work during any one of the aforesaid five (5) days.

- b) Basic straight time wages are as set forth in Appendix "A" attached hereto and a part hereof.

Section 4. Wages (Overtime).

- a) Employees covered by this Agreement, except Dental Assistants and Fixed and Removable Prosthodontic Technicians and Instrument Makers, shall be compensated at one and one-half (1 1/2) their regular hourly rate (as defined by Federal law) for their classifications for time worked in excess of eight (8) hours per day or forty (40) hours per week. Dental Assistants and Fixed and Removable Prosthodontic Technicians and Instrument Makers will be compensated at one and one-half (1 1/2) times their regular hourly rate (as defined by Federal law) for time worked in excess of seven and one-half (7 1/2) hours per day or thirty seven and one-half (37 1/2) hours per week.
- b) The Employer may require employees covered herein to work overtime. The Employer will make known to employees expected to do overtime work, the probability of its becoming necessary as far in advance thereof as practicable, except in unforeseen cases or emergency which the Employer alone may define.
- c) Opportunity to do overtime work shall be offered and distributed as evenly as possible among qualified personnel. If this does not produce sufficient volunteers to cover the Employer's requirements, it will then proceed to assign sufficient employees to do the overtime work required.
- d) General Provisions. Employees working in excess of eight (8) hours in any work day or forty (40) hours in one (1) week, or seven and one-half (7 1/2) in any work day or thirty seven and one-half (37 1/2) hours in one (1) week, shall be paid at one and one-half (1 1/2) the employee's regular hourly rate, unless the employee requests compensatory time off as described in this Section. Said regular hourly rate shall be calculated as provided by Federal law and in addition such calculation shall include benefit hours paid as described in this Section. In no event shall the regular hourly rate be less than the basic straight time hourly rate. Benefit hours paid, such as vacation, sick leave, funeral leave, jury duty, and approved events shall be counted as hours worked for purposes of overtime calculations. When mutually agreeable to the department head and to the employee, any eligible employee may, in lieu of receiving overtime pay, be granted compensatory time off at the rate of one and one-half (1 1/2) hours for each hour of overtime worked, provided, however, that such compensatory time earned for work in excess of forty (40) hours in a work week must be utilized pursuant to Policy and Rules. Overtime may only be performed pursuant to specific supervisory direction. An employee may not accumulate more compensatory time than twice the number of hours in his/her weekly work schedule.

Section 5. Wages (Premium Paid for Work During Scheduled Days Off).

Work performed during an employee's first or second scheduled days off in a work week shall be paid at the rate of one and one-half (1 1/2) times the employee's regular hourly rate. (Deviation from Policy and Rules).

Section 6. Wages (Call-back).

- a) Call-back is defined as an official assignment of work which does not continuously precede or follow an employee's regularly scheduled shift. Approved time not worked for the employee's convenience does not break the continuance of the shift referred to in the preceding sentence.
- b) Employees who report back upon the Employer's premises at the time specified in the call-back, with no work being offered, shall be paid four (4) hours' pay at overtime or premium rate, whichever is applicable. If the employee called back actually reports upon the Employer's premises at the time specified in the call-back, and performs the work assigned by the Employer, he shall receive a minimum of four (4) hours' pay, or be paid for actual time worked, whichever is greater, at applicable overtime or premium rates.
- c) Call-back: Once a Telephone Operator is called back to work, all time worked from commencement of work on the call-back to quitting time shall be compensated at the rate of time and one-half (1 1/2) the regular hourly rate for all hours worked.

Section 7. Wages (Back-to-Front Shift).

In case of back-to-front shifts worked by the same Telephone Operator, Employer will pay that Telephone Operator premium (time and one-half) rates for time worked in excess of the employee's regular eight (8) hour shift, within a twenty-four (24) hour time period, always provided that the employee reports on and works his/her regularly assigned shift during the following twenty-four hour time period.

Section 8. Wages (Supply Attendant - Shift Differential).

A shift premium will be paid to all employees classified as Supply Attendant who work 50% or more of the hours between:

3:30 p.m. to 11:30 p.m. - 15¢ per hour

11:30 p.m. to 7:30 a.m. - 20¢ per hour

provided this differential shall be paid only on hours worked between said hours.

Section 9. Wages (Storekeeper I, II and III - Shift Differential).

A shift premium will be paid to all employees classified as Storekeeper I, II or III who work 50% or more of the hours between:

3:30 p.m. to 11:30 p.m. - 15¢ per hour

11:30 p.m. to 7:30 a.m. - 20¢ per hour

provided this differential shall be paid only on hours worked between said hours.

Section 10. Effect of Longevity Step Freezes.

Effect of 1987, 1988 and 1990 through October 4, 1997 Step Freezes. Time worked by bargaining unit members during the period commencing October 4, 1987 and ending October 1, 1989 and also commencing September 30, 1990 and ending September 30, 1996 will not be counted toward completion of annual requirement for movement to the next highest period step. All employees who

were newly hired and/or reclassified or promoted during the period which commenced October 4, 1987 and ended October 1, 1989 will have a new anniversary date, for wage progression purposes, of September 30, 1989.

Effective October 5, 1997 the Step Freeze is released and all bargaining unit employees will be placed on a step in the wage schedule commensurate with their total length of service in their classification. Anniversary dates will not be changed.

Section 11. Wage Scale Provisions.

- a) Only the exact hourly wages specified in the steps of the wage scales may be paid.
- b) Computation of service for wage scale purposes dates from the employee's last entry into the class.
- c) Change in wage rate required by compliance with automatic progression scales will be made effective from the opening of business at the beginning of the pay period first following date of required service completion.

Section 12. Temporary Upgrade.

If a status employee is assigned, on a temporary employment basis, to a temporary or permanent position of a higher rate or range, the employee is entitled, during the period of upgrading, to receive such higher rate or a salary within such higher range provided that no employee shall suffer any reduction in salary because of such assignment. Such temporary upgrading assignments must not be for more than thirty (30) consecutive work days duration.

Section 13. Holiday Pay.

- a) To be eligible for holiday pay an employee must be in pay status the last scheduled work day before, and first scheduled work day after the holiday.
- b) In the event that work is required on any recognized holiday, i.e., a day designated as a holiday for the particular University organizational unit, employees covered by this Agreement, in addition to regular compensation, will receive additional payment at the rate of time and one-half (1 1/2), or if mutually agreed to, by time off at the rate of time and one-half (1 1/2), or any combination thereof.

Section 14. Retroactive Wage Increases Procedure.

Increase in wage and salary benefits awarded and agreed to in this Agreement or any Supplemental Wage Agreement shall be given and apply only to employees of the Board of Trustees of the University of Illinois covered by this Agreement or any Supplemental Wage Agreement and then only if those employees are actually in the employ of said Board of Trustees as of the date of the signing of this Agreement or any Supplemental Wage Agreement and to so described employees who are hired thereafter, except that employees who leave the Bargaining Unit after the expiration of this Agreement or any Supplemental Wage agreement and before the signing of this Agreement or any Supplemental Wage Agreement will be entitled to any applicable retroactive wage increase, provided such employee(s) submit a written request to the Records Section of the Campus Human Resources Office

for this Agreement or any such wage increase within sixty (60) calendar days of the signing of this Agreement or any Supplemental Wage Agreement.

ARTICLE VIII BENEFITS

Section 1. Policy.

Employee benefits (e.g., Leaves of Absence, Retirement Disability, Sick Leave, Holidays, Vacation and Personal Leave, retirement, and Interinstitutional Reciprocity) will be as set forth in Policy and Rules. Benefits under the control of the Employer will not be diminished during the life of this Agreement and improvements in such benefits will be made applicable to employees covered by this Agreement on the same date that such improvements are made applicable to other employees of the Employer.

Section 2. Sick Leave Payment Regulations.

In order to receive payment of wages (at basic straight time hourly rates) during sick leave, the following conditions of eligibility must be satisfied.

- a) The employee must have sick leave accrued in his/her favor.
- b) Accumulated sick leave may be used for illness of, injury to, or need to obtain medical or dental consultation for the staff member, the staff member's spouse, children, parent, or members of the household. A staff member may use sick leave for pregnancy. During the twelve (12) month period immediately following the adoption or birth of a child, sick leave may be used for a period of time, not to exceed twelve (12) weeks, to care for that child. (Refer to Rule 11.07, Family and Medical Leave, for the definition of "parent" and "child"). Members of household should be defined as dependent residents of the employee's household. The right is reserved by the University to demand from an employee who has been absent for three (3) or more consecutive work days, or where there is reason to suspect the abuse of sick leave utilization, to submit a doctor's statement as proof of illness. In case of personal illness the employee may be required to visit the Campus Health Services upon return to work.

(Deviation from Policy and Rules).

Section 3. Holidays.

Paid holidays as set forth in policy and rules and as designated by the Chancellor at the University of Illinois at Chicago will be observed by bargaining unit employees each fiscal year during the term of this Agreement.

Section 4. Holiday While on Vacation or Leave.

When the holiday falls while an employee is on approved vacation or leave, the holiday will not be charged against his/her vacation or leave.

Section 5. Vacation and Personal Leave.

The Parties agree that each employee shall earn Vacation and Personal Leave at the rate which is shown opposite his/her service years, as specified in Policy and Rules. (Schedule A)

a) SCHEDULE A

<u>At Least</u>	<u>Not More Than</u>	<u>Rate earned per Hour of Pay- Status Service (Exclusive of Overtime)</u>	<u>Approximate Leave Days Earned in One Year</u>
0	3	.0462	12
3	6	.0577	15
6	9	.0692	18
9	14	.0808	21
14	--	.0962	25

b) An employee may accumulate at his/her then current earning rate an amount of leave equal to that earned in two service years, but upon reaching this accumulation will cease to earn leave except as the accumulation is reduced.

c) Leave Approval (Pre and Post).

Within the total amount accumulated, University operations permitting, leave of not to exceed two (2) days at one time will be granted for any reason upon advance request of the employee to his/her supervisor. Where the need for such leave is occasioned by factors beyond the control of the employee and arising too suddenly to permit advance approval, the employee may be granted post-approval upon a showing of such factors. In determining whether to give such approval, the department will take into account staffing requirements needed to insure necessary continuity of operations. Vacation and Personal leave may be taken in tenth-hour increments.

d) Upon termination of employment an employee shall be paid for any accumulated vacation and personal leave at his/her basic straight time rate of pay for his/her last scheduled work day. The effective date of the termination is the last day worked and is not extended by payment of the vacation and personal leave benefit.

e) An employee may use earned vacation and personal leave during his/her first six (6) months of pay status service.

Section 6. Special Leave.

Special Leave without pay may be granted for the purpose of continuing the employee status of an individual whose performance record warrants it and who requests such leave for sufficient cause. Examples could include: a) an employee who has exhausted his/her sick and disability benefits and who is still unable to return to work; b) an employee engaged in public interest work or furthering his/her education, or c) child care and family responsibility beyond the University's Sick Leave Policy.

Reemployment following Special Leave will be subject to an availability period as defined by the President.

A Special Leave as specified in Section 6 of this ARTICLE requires the approval of the Chancellor or the Assistant Vice President for Human Resources. The date for termination of the leave must allow for a thirty (30) day availability period.

The Campus Human Resources Office shall maintain periodic contact with an employee during the availability period at the end of his/her leave, as needed to plan appropriately for his/her reinstatement. The Campus Human Resources Office shall review the capability of the original employing department to reinstate an employee returning from leave. Placement elsewhere will be arranged when the originating department is unable to reemploy.

Section 7. Access to Records.

Employees will be permitted to review their official personnel file pursuant to Policy #18 of Policy and Rules.

ARTICLE IX HOURS OF WORK, WORK RULES, AND CONDITIONS

Section 1. Shift, Work Day and Work Week.

- a) The shift shall consist of eight (8) hours of work (except for Dental Assistants, Fixed and Removable Prosthodontic Technicians and Instrument Makers) with a one-half hour (1/2) unpaid lunch except when a Telephone Operator works alone, the lunch period will be paid time and part of the eight (8) hour shift, provided the operator remains on duty.
- b) The work day is a fixed and regularly recurring period of twenty-four (24) consecutive hours and begins at 12:01 a.m. each calendar day.
- c) The work week is a fixed and regularly recurring period of one hundred sixty-eight (168) hours - seven (7) consecutive twenty-four (24) hour periods - and begins at 12:01 a.m., Sunday. The full time work schedule in the work week shall normally consist of one (1) eight (8) hour shift during each of five (5) consecutive days and shall not exceed forty (40) hours of work. Dental Assistants and Fixed, Removable Prosthodontic Technicians and Instrument Makers work week consists of one (1) seven and one-half (7 1/2) hour shift during each of five (5) consecutive days and shall not exceed thirty-seven and one-half (37 1/2) hours of work.

Section 2. Meal Periods.

Work schedules shall provide for the work day to be broken at approximately mid-point by an uninterrupted, unpaid, meal period of not less than thirty (30) minutes and no more than one (1) hour as shall be established in individual departmental work schedules. However, this shall not preclude work schedules which provide for a paid meal period.

Section 3. Shift Schedule.

- a) No change shall occur in an employee's regular work schedule to obviate overtime pay, premium pay, or holiday work. However, it is understood that work forces may be reduced during holidays without change of shifts.
- b) Since the needs of Employer's operations require variations in staffing levels, and scheduled hours or shifts, the shifts startings and endings will conform to those requirements.
- c) Telephone Operators' work shifts (having been arrived at by individual Operators exercising their seniority) shall be posted upon a University bulletin board available to them at least two (2) weeks prior to effective times; but shifts may be changed without fixed notice when, in the opinion of the Employer, such change becomes necessary to meet changing requirements of the service, and/or when change is necessitated by lack of availability of Telephone Operators.
- d) Telephone Operators requiring temporary deviation from assigned shifts shall arrange such matters with appropriate supervisors.

Section 4. Identification Badges.

Employees covered in this Agreement may be required, while working or otherwise being upon the Employer's premises, to wear in the manner prescribed by the Employer, appropriate identification badges provided by the Employer at no cost to the employees.

Section 5. Employees' Terminations of Employment.

Unless excused from this requirement by the Employer, or termination of employment is occasioned by circumstances beyond the employees' control, the latter will give the former ten (10) work days' notice before terminating their employment.

Section 6. Wash-up/Clothes-Change Time.

Employees classified as Supply Attendant will be granted, not to exceed ten (10) minutes, clothes-change/wash-up time immediately preceding the official closing time of their shifts. Said time, in no event, may be interpreted as a shortening of their scheduled work shift.

Section 7. Rest Periods.

Where rest periods are not already established, supervisors may authorize rest periods appropriate to the needs of the operations and employees involved. Where rest periods are already established, the practice will continue based on the aforementioned needs and employees.

The scheduling of rest periods shall be the responsibility of the Supervisor. The Supervisor will attempt to give two (2) paid rest periods not to exceed fifteen (15) minutes each for each full-time work shift.

Rest periods shall not be cumulative, made the basis for a late starting or an early quitting time, or additional compensation.

Section 8. Jurisdictional Disputes.

Jurisdictional disputes shall be settled by and between or among the Unions involved. The Employer will not change existing work assignments unless and until the Union disputants settle their differences and notify the Employer, in writing, of the terms of their settlements.

Section 9. Bidding on Openings by Employees.

Employees (having completed their probationary periods) may bid on vacancies, within their employing departments, in their classification, as they occur. Selection of incumbents will be made from bidders fulfilling the following requirements in the order listed:

- (a) needs of the service,
- (b) physical capabilities of the bidder - excluding consideration of handicaps which do not preclude an employee from the essential required job function.
- (c) seniority in the classification.

If two (2) or more bidders equally fulfill the first two (2) requirements in the opinion of the Employer, selection of the incumbent will be by seniority. A successful bidder selected as an incumbent must remain on the shift (in the position) he/she bid for at least six (6) months unless excused from this requirement by the Employer.

Section 10. Shift Pick for Telephone Operators.

Employees covered by this Agreement who are classified as Telephone Operators will be granted a shift pick once each six (6) months. Shift picks will be made based on seniority, with the senior employee picking first.

**ARTICLE X
HEALTH AND SAFETY**

The University will provide a safe and healthful work environment for all employees including education and equipment as needed and as required by applicable regulatory agencies.

Hospital scrub clothing will be worn in accordance with the University of Illinois Hospital policy.

As required by the Employer, Dental Assistants covered by this Agreement will be provided with protective clothing, mask, gloves and protective eye wear.

ARTICLE XI

DISCIPLINE

Section 1. Progressive Discipline.

The Employer and the Union agree with the principle of Positive Progressive Discipline, and that discipline consists of the following:

- (a) Letters of Warning
- (b) Suspensions
- (c) Discharges

Discipline may be imposed for just cause and shall be imposed as soon as possible after the Employer is aware of the action giving rise to the discipline.

Whenever an employee covered by this Agreement is given a letter of notification, a written warning or reprimand; or is suspended or discharged, a copy of the notice of such action, unless otherwise requested not to do so by the employee, will be given to Local #308 and Council 31.

Appeals from disciplinary actions shall be in accordance with the Grievance Procedures outlined herein.

Section 2. Letters of Notification.

Letters of Notification may be used by a department to inform an employee of an investigation of charges which may result in discipline. If the employee is not disciplined, the Letter of Notification will not be placed in the employee's personnel file. The department will investigate matters specified in the above-mentioned letter as expeditiously as possible.

Section 3. Verbal Counseling.

Wherever possible the Employer will provide verbal counseling for minor causes giving rise to possible disciplinary action prior to imposing discipline.

Section 4. Letters of Warning.

Letters of Warning issued to employees covered herein will not be used against the employee in any future decision concerning him/her more than twelve (12) months after the date of issuance.

Section 5. Disciplinary Suspensions.

Disciplinary Suspensions issued to employees covered herein that are two (2) or more years old, will not be used for the purpose of pyramiding penalties for like offenses.

Section 6. Pre-disciplinary Meeting Procedures.

Whenever the Employer imposes a disciplinary suspension, a pre-disciplinary meeting shall be held. The Employer will notify the employee of the date, time and place of the meeting. The employee shall be entitled to and notified of his/her right to Union representation. Any authorized Union representative shall be allowed to attend such meeting. If possible, meetings will be conducted during the employee's scheduled work shift. If the meeting cannot be scheduled during the employee's shift,

then the meeting shall be scheduled immediately before or after the employee's shift and the employee shall be paid from start of and to the conclusion of the meeting at the appropriate hourly rate. The employee shall be allowed to rebut the charges and present any information he/she feels relevant at a subsequent meeting. Internal operating procedures will be established which provide for a thorough investigation and advance notice, normally three (3) days, to the employee prior to formal disciplinary action being initiated, unless there is potential threat to University property or human resources. Extension of the three (3) day time period may be made on a case by case basis.

ARTICLE XII GRIEVANCE PROCEDURE

The grievance resolution procedure contained herein applies to all employees covered by this Agreement and provides for binding arbitration. Definition - A grievance is defined as a complaint or dispute by an employee or the Union which alleges a violation of a section or sections of this Collective Bargaining Agreement.

Section 1. Supervisor and Employee Responsibilities.

(a) Employee-Supervisor Discussion.

An employee who has a request or complaint shall discuss the request or complaint with his/her designated supervisor in an effort to settle the same. An employee may do this personally, or through the Union.

(b) Additional Discussion Participants.

If the designated supervisor and the employee or the Union, after full discussion, feel the need for aid in arriving at a resolution, they may by agreement invite the Assistant Vice President of the Campus Human Resource Office, or such other additional University or Union representatives as may be necessary and available to participate in further discussions. Such additional participants shall act as resource personnel but shall not relieve the designated parties from the responsibility for resolving the problem.

(c) Submission of Complaint in Writing.

The above procedure, if followed in good faith by both parties, should lead to a fair and prompt solution of most of the daily employer-employee problems. However, if a request or complaint is not satisfactorily resolved, it may be reduced to writing and filed promptly as a formal grievance.

(d) Formal Grievance

A formal grievance may be filed under the steps indicated below by an employee, or by a group of employees, or by the Union.

Section 2. Departmental Level-Step One.

(a) Filing of Grievance with Supervisor.

To be considered formally a grievance must be filed, in writing, with the employee's designated supervisor. It must also be submitted within thirty (30) calendar days after the occurrence leading to the grievance, or within thirty (30) calendar days after the employee was able to determine that the occurrence might affect him/her. This time limit:

1. does not include time spent in efforts to resolve a complaint informally;
2. does not apply to requests for position classification review;
3. may be extended for just cause by mutual agreement of the Employer and the Union.

The written grievance need not follow any particular format, but should include a clear statement of the grievance, the section or sections of the Agreement alleged to have been violated, a report on the efforts to settle informally such facts as may be of aid in arriving at a prompt and definite resolution, and the redress sought by the grievant. A grievance form is available for convenience, but there is no requirement that it be used. The designated supervisor will review his/her earlier informal decision. The supervisor may change, modify, or affirm this decision. If he/she changes the decision in a way to effect an informal agreement with the employee or the Union, this will dispose of the grievance. If the supervisor's answer is not acceptable to the employee or the Union, he/she will add a statement to this effect to the written grievance and shall note the date he/she received the written grievance and forward it to the Department Head within two (2) workdays after its receipt.

(b) Department Head Deliberation.

The Department Head shall consider and answer the grievance in writing not later than seven (7) workdays following the date upon which it was formally presented to the employee's designated supervisor. If the Department Head fails to answer within these seven (7) days, or if the Department Head's answer does not resolve the grievance acceptably to the employee or the Union, it may be appealed to the Chancellor providing the appeal is filed in writing within seven (7) workdays after the Department Head's answer is received or due. Any decision by a Department Head that does not resolve the matter may be appealed within seven (7) days after it is received. If the decision by the Department Head at Step One is not accepted and is not appealed within seven (7) workdays after it is received or due, the grievance shall be considered withdrawn.

Section 3. Campus Level-Step Two

- a) The appeal at Step Two shall be filed with the Chancellor.
- b) Upon receipt of an appeal the Chancellor, or an official designated to act for him/her, shall offer a fair hearing to the grievant(s), and shall conduct any investigations that he/she feels is needed, and shall issue a written decision on the grievance within fifteen (15) workdays after receipt of an appeal, if no hearing is conducted. If a hearing is conducted, the written decision shall be issued within fifteen (15) workdays after the close of the hearing.

- c) If the Chancellor fails to do so, or if his/her decision is unacceptable to the grievant, or the Union, the grievance may be appealed to Step Three of the procedure.
- d) Any hearing conducted by the Chancellor shall follow informal procedures with maximum emphasis given to ensure that each interested person has full opportunity to be heard. Those present should include, as a minimum, the supervisor in the line of supervision over the grievant who has the most thorough knowledge of the circumstances surrounding the grievance, and the grievant and his/her representative(s). A member of the staff of the Campus Human Resources Office should be available as a resource person.

Section 4. Director of Human Relations and University Equal Opportunity Level-Step Three

- a) An appeal from Step Two of the grievance procedure must be filed with the Director of Human Relations and University Equal Opportunity, within seven (7) workdays after it is received or due. If the decision is not accepted and not appealed within that time the grievance shall be considered withdrawn. If the grievant or the Union elects to appeal to the Director of Human Relations and University Equal Opportunity, the Chancellor or his/her designee shall make available to the Director of Human Relations and University Equal Opportunity, or his/her designee the existing record of the case, including a copy of the written grievance, the resolution sought by the grievant, and the Chancellor's decision and reasons thereof.
- b) Upon receipt of an appeal the Director of Human Relations and University Equal Opportunity, or his/her designee will make a complete and thorough review of the written record of the grievance, request any additional information or conduct any further investigation he/she feels necessary. The Director of Human Relations and University Equal Opportunity, or his/her designee shall then determine if the written information provides adequate documentation of the grievance and issue a written decision or he/she shall offer a fair hearing to all interested persons for the purpose of obtaining information and issue a written decision thereafter, except that a hearing will be offered if the grievant is a University Administration employee. The written decision shall be issued fifteen (15) workdays after the receipt of the appeal from Step Two if no hearing is conducted, or fifteen (15) workdays after the conclusion of a hearing if a hearing is conducted.
- c) Any hearing conducted by the Director of Human Relations and University Equal Opportunity, or his/her designee will follow informal procedures, with maximum emphasis given to assuring that each interested person has full opportunity to be heard. Those present should include, as a minimum, the supervisor(s) in the line of supervision over the grievant who has the most thorough knowledge of the circumstances surrounding the grievance, and the grievant and his/her representative(s). A member of the staff of the Human Resources Office should be available as a resource person.
- d) If the decision of the Director of Human Relations and University Equal Opportunity, or his/her designee does not resolve the grievance in a manner acceptable to the Union or the grievant, the Union may appeal the grievance to arbitration.

If the Union wishes to appeal to arbitration the decision of the Associate Vice President for Administration and Human Resources, or his/her designee, such appeal must be made in writing to

the Associate Vice President for Administration and Human Resources, within twenty (20) calendar days after such decision was received or due.

- e) Any time limit established herein above may be extended for good cause by mutual agreement of the parties.
- f) If any part of the decision of the Director of Human Relations and University Equal Opportunity, or his/her designee is an action or omission of an action under the State Universities Civil Service System Statute and Rules, such part of said grievance may be reviewable by the System Director or by the State Universities Civil Service System Merit Board under System rules. Questions which are reviewable by the System Director are not subject to arbitration. Determinations of whether questions are reviewable shall be made by the System Director, not by an arbitrator. Further, arbitration is not available in the following instances:
 - 1. When the issue is Position Classifications. Position Classifications shall not be subject to this grievance procedure but shall be resolved in accordance with procedures established in Section 6 of this ARTICLE.
 - 2. When the issue is termination or dismissal from any nonstatus or probationary appointment.
- g) Appeals of Demotion or Discharge (Special Procedure).

An employee who has been served written charges for discharge or demotion and who wishes to challenge such action may elect either:

- 1. To follow the procedures for review specified in the Rules and Regulations of the State Universities Civil Service System, Ch. VI, Sec. 250.110(e) through (7) or;
- 2. To file a grievance which appeals such action to arbitration by notifying the University Associate Vice President for Administration and Human Resources of a desire to do so, in writing, within fifteen (15) calendar days after the serving of the written charges by the Employer. Such appeal must be signed by an officer of the Union. Thereafter, the Union may submit the appeal to an arbitrator who is selected as set forth in Section 5(a) below.

The Employer will notify the employee of these two (2) options at the time the written charges are served.

If the employee elects to follow the procedures specified in the Rules and Regulations of the State Universities Civil Service System, such action shall effectively waive any rights which either the employee or the Union might otherwise have to use the grievance procedures set forth in this ARTICLE XII of this collective bargaining agreement with respect to the said discharge or demotion. The law provides, and the parties have agreed, that appellate rights from a Merit Board decision are those prescribed in the Illinois Administrative Review Act.

All provisions of Section 5 of this Article (below) apply to arbitrations which are conducted pursuant to this special procedure.

Extension of Time Limit for Arbitration.

If review of a part of a decision of the Director of Human Relations and University Equal Opportunity, or his/her designee is requested pursuant to State Universities Civil Service System rules, the time within which arbitration of other questions in the decision of the Director of Human Relations and University Equal Opportunity, or his/her designee is extended to thirty (30) calendar days after said review is completed.

Section 5. Arbitration Steps.

(a) Appeal to Arbitration.

If, in accordance with the procedure described in (d) or (g) of Section 4 of this ARTICLE, the grievance(s) is appealed to arbitration, representatives of the Employer and the Union shall meet to select an arbitrator, from a list of mutually agreed to arbitrators. If the parties are unable to agree on an arbitrator within ten (10) working days, the parties shall request the Federal Mediation and Conciliation Service, or the American Arbitration Association to submit a list of seven (7) arbitrators. The parties shall alternately strike the names of three (3) arbitrators, taking turns as to the first strike. The person whose name remains shall be the arbitrator, providing that either party, before striking any names, shall have the right to reject one (1) panel of arbitrators. The arbitrator shall be notified of his/her selection by a joint letter from the Employer and the Union, requesting that he/she set a time and place for the hearing, subject to the availability of the Employer and Union representatives and shall be notified of the issue, where mutually agreed by the parties. The decision and award of the arbitrator shall be final and binding on the employee, the Union, and the Employer, and the arbitrator shall have no authority to add to or delete from the specific terms of this Agreement.

(b) Arbitration Costs.

Costs of the arbitration shall be equally divided between the Union and the Employer, except that each party will be responsible for any expenses;

- 1) incurred in the preparation and presentation of its own case, and
- 2) for any transcript it may order.

Section 6. Special Procedure for Position Classification Review.

(a) Campus Human Resources Office, Chancellor Review.

An employee's request for review of the appropriateness of his/her position classification shall be handled by the Campus Human Resources Office. Additional review may be made at the Campus level if deemed appropriate by the Chancellor or his/her designee. Such review or reviews should be completed within thirty (30) calendar days of the date the request is received. The time limits specified above may be extended for good cause by the Associate Vice President for Administration and Human Resources.

(b) University System Review.

The employee may seek further review by the University Civil Service System of Illinois in accordance with Civil Service System rules and procedures. Classification reviews should be resolved in accordance with this Section 6.

Section 7. Payment for Time.

Time spent in handling grievances by an employee or his/her representative, if the representative is a University employee, shall be with full pay at the basic straight time wage or salary rate only for time spent during the regular workday or shift. Paid time will not be allowed for time spent in grievance handling outside the regular shift. In no case, however, shall any employee leave his/her post of duty without the knowledge of and permission from his/her designated supervisor, which permission shall normally be given subject to emergency expectations. (This entire Article XII is a deviation from Policy and Rules.)

**ARTICLE XIII
SENIORITY**

Section 1. Service and Seniority.

Service and seniority is governed by rules and regulations of the State Universities Civil Service System and by the provisions of Policy and Rules.

Section 2. Vacations by Seniority.

Employees covered by this Agreement will be granted vacations by seniority taking into consideration the operating needs of the departments to which they are assigned.

Section 3. Layoff Procedures.

When a reduction in the work force becomes necessary the following procedures shall apply:

- a) In the event an Employing Unit is required to layoff an employee, that employee will be placed in a vacant requisitioned position in the same classification. In the event there is more than one (1) vacant requisitioned position, the employee will be placed in the requisitioned position submitted earliest to the Human Resources Office.
- b) If there are no vacant requisitioned positions, the displaced employee will bump the least senior employee in that classification in his/her administrative unit. If there are no employees in the class in the unit with less seniority, the employee will bump the least senior employee in the class campus-wide (HSC-UC). If there are no less senior employees campus-wide (HSC-UC), the employee can apply previously accumulated seniority in another class and be placed into a vacant requisitioned position in the class, if one exists. If there are no vacant requisitioned positions, the employee will bump the least senior employee within his/her administrative unit, or, if necessary, campus-wide (HSC-UC).

- c) The least senior employee bumped within an administrative unit will have the right to bump into the position held by the least senior employee in his/her classification campus-wide (HSC-UC), or use previously accumulated seniority in another class within his/her administrative unit first and then, campus-wide (HSC-UC) as described below:
- 1) An employee subject to layoff who has completed a probationary period will be offered the position of the least senior employee in the class. If the employee is the least senior then he/she will be offered the least senior position of the employee in the next lower class in the promotional line. This process will repeat for the remaining classes by ranked levels in descending order in the promotional line when the employee is the least senior in the class offered.
 - 2) An employee who has not completed a probationary period or a status employee who has gained seniority in a class outside of the promotional line will be offered the position of the least senior employee in the class. If the employee is the least senior then he/she will be offered the least senior position of the employee in the next lower class. This process will repeat for the remaining classes by ranked levels in descending order in the promotional line as long as the employee is the least senior.
- d) The Campus Director of Human Resources, or his/her designee, shall be responsible for the administration of this policy.
- e) The Union and the employee shall receive a written notice at least fifteen (15) working days in advance of the effective date of layoff when such layoff is to exceed thirty (30) consecutive workdays. Whenever possible the Union and the employee shall receive a written notice at least ten (10) working days in advance of the effective date of layoff when the layoff is scheduled to be less than thirty (30) consecutive workdays.

ARTICLE XIV DUES DEDUCTION AND FAIR SHARE

Section 1. Dues Deduction.

Upon receipt of a written and signed authorization card from an employee, the Employer shall deduct the amount of Union dues and Initiation fee, if any, or other authorized deduction, set forth in such card and any authorized increase therein, and shall remit such deductions monthly to AFSCME Council #31 at the address designated by the Union in accordance with the laws of the State of Illinois. The Union shall advise the Employer of any increases in dues, in writing, at least thirty (30) days prior to its effective date.

Section 2. Fair Share.

Pursuant to 115 ILCS 5/11 the parties agree that as of the date of the signing hereof, if a majority of the members of the bargaining unit recognized hereby have voluntarily authorized a deduction under Section 1 of this ARTICLE, or if the Union otherwise demonstrates and verifies to the Employer's satisfaction in a manner acceptable to the Employer that such majority of the members of said unit are

dues paying members of the Union at the time, nonunion members employed in status positions in the unit, who choose not to become members within thirty (30) calendar days of employment, or thirty (30) calendar days of the signing hereof, shall be required to pay a Fair Share Fee not to exceed the amount of dues uniformly required of its members. Such Fair Share Fee shall be deducted from the employee's paycheck. Such involuntary deduction shall remain in effect for the duration of this Labor Agreement unless said amount is changed by action of the I.E.L.R.B. Such involuntary deductions shall be forwarded to the Union along with the deductions provided for in Section 1 of this ARTICLE.

Section 3.

The Employer shall take such steps as may be required to accomplish any wage withholding authorized or required by Sections 1 and 2 hereof, and shall do such things as are necessary to cause said withholding to be remitted to AFSCME Council 31 within fifteen (15) days after the date of withholding, provided that nothing contained in this ARTICLE shall require the Employer to make any withholding unless and until the Union has notified the Employer of the address to which the amount so withheld should be sent and has certified the amount of the Fair Share Fee, dues and assessments to be withheld, both within sufficient time to permit the Employer to carry out its obligations to so withhold. The amount withheld shall not change until the Union notifies the Employer that a different Fair Share or dues amount should be collected.

Section 4.

The Employer and the Union are both cognizant of the provisions of the Illinois Educational Labor Relations Act and Rules promulgated by the I.E.L.R.B. which deal with Fair Share Fees. The Act and these Rules are incorporated in this Agreement by reference and the Employer and the Union agree to comply with and abide by all provisions of the Act and said Fair Share Rules.

Section 5.

In the event that any employee covered hereby is precluded from making a Fair Share involuntary contribution as required by Section 2 hereof on account of bone fide religious tenets or teachings of a church or religious body of which that employee is a member, that employee shall have the right to refuse to allow said involuntary deduction, provided, however, that said right to refuse shall continue only so long as the employee makes contributions at least equal in amount to the Fair Share Fee amount to a non-religious charitable organization mutually agreed upon by the employee so refusing and the Union. For this purpose the Union shall certify to the Employer the names of all employees covered hereby who are relieved of the obligation to pay a Fair Share Fee by virtue of this Section; and it shall be the sole obligation of the Union to verify that contributions contemplated hereby have actually been made and that said employees are not subject to a Fair Share Fee involuntary deduction.

Section 6.

The Union shall indemnify, defend, and hold the Employer harmless against any claim, demand, suit, cost, expense, or any other form of liability, including reasonable attorney's fees and costs arising from or incurred as a result of any act taken or not taken by the Employer, its members, officers, agents, employees or representatives in complying with or carrying out the provisions of this ARTICLE; in reliance on any notice, letter, or authorization forwarded to the Employer by the Union pursuant to this

ARTICLE; and including any charge that the Employer failed to discharge any duty owed to its employees arising out of the Fair Share deduction.

Section 7.

Nothing contained herein shall require the Employer to take any action to collect any Fair Share Fee from any employee in any given pay period except to the extent that such employee earns wages from the Employer in that period.

**ARTICLE XV
NO STRIKE OR LOCKOUT**

Section 1. No Strike.

During the term of this Agreement there shall be no strikes, work stoppages or slow downs, or any other form of concerted job action. No officer or representative of the Union shall authorize, institute, instigate, aid or condone any such activities by bargaining unit members.

Section 2. Employer/Employee Rights.

The Employer has the right to discipline, up to and including discharge, its employees for violating the provisions of this ARTICLE.

Section 3. No Lockout.

No lockout of employees shall be instituted by the Employer or their representatives during the term of this Agreement.

**ARTICLE XVI
PERIOD COVERED, STATUS DURING
NEGOTIATIONS AND COMMENCEMENT OF NEGOTIATIONS**

Section 1. Period Covered.

This Agreement shall become effective at the start of the first shift beginning after 12:01 a.m., October 3, 1999 and remain in full force and effect through the completion of the last shift beginning prior to 12:00 p.m. (midnight), October 1, 2000. This Agreement shall automatically be renewed thereafter from year to year unless either Party notifies the other in writing at least sixty (60) days prior to its expiration date of a desire to modify or terminate it, in which event negotiations will be undertaken without undue delay.

Section 2. Status During Negotiations.

Once the notice called for in Section 1 has been given, this Agreement shall remain in full force and effect indefinitely throughout the negotiations until a new Agreement has been entered into; provided, however, either Party may, after the expiration date of the Agreement, terminate same by giving at least ten (10) days written notice of its intention to so terminate.

Section 3. Commencement of Negotiations.

The Party giving notice of a desire to modify the Agreement as provided for in Section 1 above, shall commence negotiations by submitting, in writing, a detailed list of the modifications or changes desired. The Party receiving said notice may propose additional changes in the Agreement, in writing.

IN WITNESS WHEREOF, the Parties hereto have hereunto affixed their hands on this the _____ day of _____, 2000.

LOCAL #308, COUNCIL 31, AMERICAN
FEDERATION OF STATE COUNTY AND
MUNICIPAL EMPLOYEES, AFL-CIO

THE BOARD OF TRUSTEES OF THE
UNIVERSITY OF ILLINOIS

Shirley Williams, Staff Representative
Council #31

BY: _____
Comptroller

Arthur Hayes
President, Local #308

ATTEST: _____
Secretary

APPROVED: _____
Associate Vice President for
Administration and Human Resources

Vice Chancellor for Administration

Chief Negotiator and Labor
Relations Specialist

APPROVED AS TO LEGAL FORM:

For University Counsel (date)

**APPENDIX "A" TO THE AGREEMENT
 BETWEEN THE BOARD OF TRUSTEES OF THE UNIVERSITY OF ILLINOIS
 AND LOCAL NO. 308, COUNCIL #31 OF THE AMERICAN FEDERATION OF STATE,
 COUNTY AND MUNICIPAL EMPLOYEES, AFL-CIO**

<u>CLASS</u>	<u>PROGRESSION</u>	<u>WAGE RATE</u> <u>10-03-99</u>
Bookstore Clerk I	0-24 mos.	6.639
	24-60 mos.	8.089
	Over 60 mos.	9.810
Bookstore Clerk II	0-24 mos.	8.194
	24-60 mos.	10.585
	Over 60 mos.	11.661
Storekeeper I	0-24 mos.	10.080
	24-60 mos.	11.671
	Over 60 mos.	12.887
Storekeeper II	0-24 mos.	11.146
	24-60 mos.	13.132
	Over 60 mos.	14.708
Storekeeper III	0-24 mos.	12.607
	24-60 mos.	14.971
	Over 60 mos.	16.284
Telephone Operator	0-24 mos.	9.179
	24-60 mos.	10.506
	Over 60 mos.	13.668
Supply Attendant	0-24 mos.	8.174
	24-60 mos.	9.550
	Over 60 mos.	11.031
Tech. Fixed & Removable Prosthodontic I	0-24 mos.	9.455
	24-60 mos.	11.819
	Over 60 mos.	13.500
Tech. Fixed & Removable Prosthodontic II	0-24 mos.	10.506
	24-60 mos.	12.607
	Over 60 mos.	14.708

<u>CLASS</u>	<u>PROGRESSION</u>	<u>WAGE RATE</u> <u>10-03-99</u>
Dental Assistant I	0-24 mos.	8.614
	24-60 mos.	11.188
	Over 60 mos.	12.607
Dental Assistant II	0-24 mos.	9.455
	24-60 mos.	11.944
	Over 60 mos.	13.500
Instrument Maker	0-24 mos.	21.115
	24-60 mos.	24.534
	Over 60 mos.	26.162