

## Summary of Discussion Items with Management and AFSCME Local 1477

1. Wage Increase – Pending approval by the Indiana University Board of Trustees
  - a. Effective July 1, 2018: All Police, Support, and Service Staff employees represented by unions on IU campuses will receive a 2% increase to their current wage rate, rounded to the nearest cent per hour;
  - b. Employees earning less than \$31,200 on a full time calculation, after the 2% increase, will receive an additional base increase up to \$603.20 annually, with this increase limited to the amount needed to reach \$15/hour or \$31,200/annually. For employees working less than 100% FTE, calculations will be prorated according to the position's fulltime equivalent;
  - c. Support and Service Staff employees whose wage rate equals or exceeds the salary range for their position's classification will receive their increase in the form of a fiscal year supplement paid in installments over the payroll periods in the fiscal year.
2. HR-03-50 – Premium Pay
  - a. High Pay
    - i. The University will increase the high pay premium to the rate of 15% of the employee's regular hourly rate.
    - ii. The University confirmed there is an earn code for high pay. The Service employee and their manager need to annotate in Quali TIME that the employee qualifies for high pay and the time frame for that designation.
  - b. Campus Coverage
    - i. The University will reinstate the Campus Coverage premium pay of \$1.25 per hour for hours worked between 3 pm Friday and 8 am Monday, and for hours worked between 3 pm and 8 am Monday through Thursday.
3. HR-06-50 – Uniforms and Personal Protective Equipment
  - a. Safety Shoes
    - i. The University will increase the annual allowance for safety shoes to \$160.
    - ii. Management agrees that this will be paid on the fiscal year, rather than on employee's anniversary date.
  - b. Custodial Staff Foot Wear
    - i. Management is willing to have EH&S evaluate specific areas, brought forth by the union, to determine if there is a safety concern related to custodial footwear.
  - c. Tool Replacement Procedure
    - i. It was determined that it may be necessary to update the current list of approved tools for replacement, specifically as it relates to trade positions. Management is willing to meet with union leadership to discuss updating as necessary. The Union should seek input from its membership on what updates are recommended.
4. HR-05-30 – Holidays
  - a. Martin Luther King Jr., (MLK, Jr.) Day
    - i. The University recognizes 9 holidays throughout the year, designating six as premium holidays. The University is planning to establish MLK, Jr. Day as a premium holiday. This means that appointed Support and Service Staff who

work on MLK Jr., Day will receive up to 8 hours of regular pay, plus time and a half for hours worked on this holiday.

5. HR-12-50 – Union-Administration Relations (Union Release Time)
  - a. Approved union-sponsored training programs
    - i. The University will provide officers, stewards, and other approved AFSCME Service Staff covered by Local 1477 up to one shift off, with pay, annually to attend approved training. Additionally, the University will be given the opportunity to give a presentation during the program.
6. HR-01-30 – Posting a Position Vacancy
  - a. The University will add the following language for Service Staff job postings.
    - i. If the selected applicant is removed from or leaves the position within 90 days of the ending date of the most recent job posting, the applicant pool from that posting may be used to make a new selection.
    - ii. If another opening for the same job title, classification level, and position description occurs in the same occupational unit during the posting of the job or within 90 days of the ending date of the most recent job posting, the applicant pool from that posting may be used to make a selection for the new opening(s). When an additional opening occurs at the time the original position is being posted, then the job posting will reflect that more than one job opening is available.
7. Continuing Discussion Items – All AFSCME Service
  - a. During FY2019, a representative group of both management and AFSCME Service Staff from each campus will meet to discuss and reach agreement on:
    - i. HR-03-50 – Premium Pay
      1. High Pay
        - a. Standards for which equipment and heights will qualify for high pay so that the language and equipment is consistent across all campuses for Service Staff employees represented by AFSCME.
    - ii. HR-07-10 – Computer Usage
      1. During the meeting with Local 832 in BL, the union brought to light the need to review and update current policy to ensure that it reflects the use of electronic devices such as iPads and iPhones. This policy applies to all AFSCME SM locals; therefore, it has been included in the list of items to discuss during the FY19 meeting.