

ARTICLE V. ASSOCIATION RIGHTS

19 A. Information Furnished to the Association

EMU shall furnish the following information and data to the Association:

20 1.

a. A list of the members of the Bargaining Unit, showing the name, rank, percentage of ~~Fall/Winter~~ appointment(s), salary, department(s), tenure status, date of tenure, time in rank, highest relevant academic degree, date of highest relevant academic degree, and date of birth. ~~If a Faculty Member has a split appointment, the percentages of his/her appointment shall be combined and the area where the Faculty Member holds the greatest percentage of appointment reflected as his/her department.~~ Such list shall be furnished within sixty (60) calendar days after the execution of this Agreement and within sixty (60) calendar days after the beginning of each semester thereafter.

b. Interim changes, including promotions, terminations, and changes to and from administrative status or part-time employment, shall be furnished within thirty (30) calendar days of the end of the month in which the change occurs.

c. Copies of all offer letters accepted by the faculty candidates shall be furnished within thirty (30) calendar days of their approval by the Board of Regents.

d. Tentative notice of names and addresses of newly hired Faculty Members shall be furnished within fifteen (15) working days of the date such Faculty Members first appear on the payroll and receive a paycheck.

e. A complete University email list of faculty within thirty (30) calendar days following the beginning of each semester.

f. A list of Faculty W-2 salaries shall be provided the Association within forty-five (45) days after the end of the calendar year.

g. Authorization to access and use the faculty listserv address, effective with the ratification of this Agreement, for the duration of this Agreement.

h. A description of the process employed by EMU for determining entry level salaries for Faculty shall be furnished by October 1.

21 2. A list of non-bargaining unit employees (e.g. lecturers) whose principal responsibility is teaching and/or professional library service, showing the name, department, current percentage of appointment and most recent date of hire. Such list shall be furnished within twenty (20) working days following the close of each semester.

22 3. A list of all Continuing Education classes, showing the course number, day, time, and location for each class taught, and the name of the Faculty Member or lecturer assigned each class and his/her rate of pay. Such list shall be furnished within thirty (30) calendar days following the close of each semester.

23 4. Copies of minutes of official meetings of the Board of Regents, General Fund Operating Budgets (including all midyear amendments), Budget Requests, Program Revision Requests, Resource Plans (including all midyear updates or revisions) and the Annual Audited Financial Statement as approved by the Board of Regents for submission to the State Offices. Copies of Faculty Course Assignments shall be furnished within ninety (90) calendar days following the end of the spring term.

24 5. Section master listings as of the date of the "HEGIS" count. Such listings shall be furnished to the Association when furnished to the State Department of Management and Budget.

25 6. Other documents specifically requested from time to time by the Association that are necessary to the EMU-AAUP's administration of this Collective Bargaining Agreement pursuant to the provisions of the Michigan Public Employment Relations Act. Any such documents that are routinely reproduced for dissemination to the general public without charge shall be provided at no cost to the Association. Other documents shall be provided to the Association at a cost of \$0.06 per page.

26 B. Association Use of Facilities and Services

27 1. The Association and Association officers shall, for the purpose of carrying out the business of the Association, have the right to hold meetings in University facilities at such times and places as may be reasonably designated by EMU.

28 2. The Association shall have the right to post notices of its activities and matters of Association concerns on bulletin boards designated by EMU.

29 3. The Association shall have the right to send the Association Newsletter and other Association notices to Faculty Members through the EMU mail service provided such use of the mail shall not cause an unreasonable load on such system.

30 4. The Association shall have the use of a University telephone line in its office. All costs, including charges for installation and use, shall be the responsibility of the Association.

31 5. The Association shall have the right to have up to three (3) telephone numbers listed in the campus telephone directory.

32 6. EMU shall provide the Association four (4) service parking permits for the Association Officers and staff.

33 C. Released Time

34 1. A Grievance Officer, designated by the Association, shall be granted one-half (1/2) released time during the terms or semesters he/she teaches for the purpose of acting on behalf of Faculty Members in the grievance procedure.

35 2. Three-fourths (3/4) of one FTEF released time shall be provided to Association members during the academic year for service that is performed for the mutual benefit of the Association and the University, subject to the following conditions:

36 a. No Association member shall receive more than one-half (1/2) released time in any one term under this section.

37 b. The Association shall notify the University at least thirty (30) calendar days prior to the commencement of a released time assignment, except as provided herein. Said notification shall include the name of the Faculty Member to receive the released time and the purpose of the released time. The thirty (30) calendar day notification period may be waived by mutual consent of the parties if a Faculty Member previously scheduled for released time is unable to accept the assignment.

38 D. Insurance Coverage for Association Employees

39 Up to three (3) employees of the Association shall, with the approval of the respective insurance carriers, be permitted to participate in the group insurance programs (e.g. health and dental) as are provided for Bargaining Unit members by EMU. The Association shall provide payment to EMU for the cost of coverage in accordance with such terms and conditions as EMU may so prescribe.

40 E. Selection of Negotiators

41 Neither party in any negotiations shall have any control over the selection or number of the negotiating representatives of the other party. The parties mutually pledge that their representatives shall have all the necessary power and authority to make proposals and consider proposals in the course of negotiations. The Agreement shall not be binding until ratified by the Board of Regents of the University and the Association.

42 F. Copies of Agreement

43 EMU and the Association agree that within two (2) months of the signing of the tentative Agreement the parties will mutually agree on the final text of this Agreement; the final text will then be placed online by EMU. Copies of the final text of this Agreement shall be printed at the expense of EMU. A copy of the final text of the this Agreement shall be presented to all Faculty Members now employed or hereafter employed. One hundred (100) extra copies shall be provided to the Association. Additional copies shall be furnished to the Association at cost.