



**UAF/Local 6070
Labor Management Committee**

Mission Statement

We are a joint group whose purpose is to identify, discuss and resolve work place issues at UAF and actively promote and implement the results of our combined efforts.

Ground Rules

The purpose of the Ground Rules is to conduct fair and effective Labor Management Committee (LMC) meetings.

1. Membership

The parties agree that the UAF/Local 6070 LMC will consist of eight (8) members, four (4) from Local 6070 and four (4) from UAF management. Any staff in attendance from the respective parties will be observers.

The committee can invite guests for presentation and specialized informational purposes.

It is mutually agreed that the primary designees will attend meetings with no substitutes allowed. In the event that any of the individual members vacate, a representative will be selected by the appropriate party to fill the position.

2. Quorum

In order to conduct meetings, there must be a minimum of four (4) members present, two (2) UAF management members and two (2) Local 6070 union members, consisting of both of the co-chairs or the chair's designee, and one staff observer/recorder.

3. Chair

The two co-chairs will alternate conducting the meetings, each chairing the session every other time on a rotational basis.

4. Meeting Frequency

The LMC will meet on the second Thursday of each month, from 9:00 a.m. to 10:00 a.m., unless mutually agreed at a prior meeting for an alternate date. The location of the meetings will be the Large Conference Room 122 in the UAF Facilities Services building. The date, time, location and duration of the next meeting will be confirmed during each meeting.

5. Agenda

The following meeting's agenda will be developed by the LMC during the current meeting. Additional items may be added, and submitted to the UAF FS staff member (Lindsey Brown) at least one week prior to the meeting. If there are materials for reading prior to the meeting, those with responsibility for the material will also attempt to distribute the information to the LMC members at least one week prior to the meeting.

Items or issues of immediate concern may be added to the agenda under "Other" with less than one week notice.

6. Minutes

The UAF FS staff member (Lindsey Brown) is responsible for recording, documenting and distribution of meeting minutes. The posting of minutes may occur only after they have been approved by the LMC. There will be no posting of the minutes unless there is a mutual agreement between the parties for a written summary for distribution. The minutes will be distributed one week prior to the next meeting.

7. Decision Making

LMC decisions will be reached by consensus. The decisions, actions and recommendations coming out of the LMC belong to the LMC and not to the union or management.

8. LMC and Collective Bargaining Agreement

Negotiations and grievances will be dealt with by procedures identified in the Collective Bargaining Agreement. In these areas, the LMC will not impose itself or act as a substitute to the Collective Bargaining Agreement.

Nothing discussed in the meetings or stated in the minutes will be used as supporting evidence by any LMC member in a disciplinary action, grievance or arbitration hearing; however, solutions of the topics or issues reached by consensus can be addressed by either party.

9. LMC Performance Review

The LMC will evaluate the effectiveness of its work within one year of the adoption of these ground rules.

10. **Withdrawal Process**

Both Local 6070 and UAF Facilities Services management are committed to the LMC and will strive to make the LMC productive. Should either party choose to withdraw from participation in the LMC, they shall provide written notice to the other party.

11. **Rules of Operation**

- Enhanced and effective communications is our objective.
- All members are responsible to review and commit to the "rules."
- Full and equal participation by all members.
- Be punctual; come prepared.
- Maintain an atmosphere of mutual respect at all times.
- The LMC will concentrate on issues within our control.
- Confidentiality will be identified and respected.
- Everyone will be allowed to voice opinions and concerns.
- One person speaks at a time. No side conversations.
- Maintain a Committee perspective, not only a personal perspective.
- Cell phones, pagers or similar devices will be turned off or placed in a non-ringing mode during the meetings. If cell phones, pagers, etc ring in the silent mode during an LMC meeting, the person receiving the call will exit the meeting room to answer the call.

Signatures

Union:

Gerald Blemke: Gerald F Blemke

Kevin Purcell: Kevin Purcell

Charles Silva: Charles Silva

Bob Watts: Bob Watts

Management:

Ed Foster: Ed Foster

Rhonda Ooms: Rhonda J. Ooms

John Quebbemann: John A. Quebbemann

Bridget Thimsen: Bridget Thimsen