TENTATIVE AGREEMENT

Letter of Agreement – Position Descriptions

The Parties mutually recognize the need for position descriptions that are up to date and accurately reflect the work responsibilities of bargaining unit members. The Employer is committed to ensuring that all bargaining unit position descriptions will be updated by June 30, 2022.

Development and revision of position descriptions is a collaborative process. Each supervisor or academic unit head should begin the process of bringing position descriptions up-to-date by sending each bargaining unit member their position description for review within three months of the ratification of this Agreement. Within a month of receiving their position description, bargaining unit members will propose revisions to their position description that would better characterize their current assigned duties. The supervisor or academic unit head will review and finalize the position description.

In the absence of a position description, the supervisor or academic unit head should meet with the bargaining unit member to begin the process of creating a position description.

The Parties agree to form a Joint Labor-Management Committee, for the duration of this contract (dates), to review disputes between the bargaining unit member and the supervisor or academic unit head over assigned duties and position descriptions. Final determinations regarding the assignment of work will be made by the Employer ~~university~~.

_____

UAOSU Date

_____

Employer Date