

SUMMARY of Updates to the Collective Bargaining Agreement Articles 2020-2025

SUMMARY Article 3: Union Privileges & Limitations

Meeting space

The union has access to meeting space through PSU's reservation process. This will make GMM meetings better!

Reports

We will get contact information for all newly hired adjuncts within 10 days of their start of employment. This information is critical to our ability to organize, educate, and orient our colleagues. PSUFA will now have access to a report that will help verify that assignment rights are being met.

SUMMARY Article 4: Orientation & Onboarding

New orientation and onboarding rights and procedures

We created an *all new* section with new rights for orientation and onboarding of adjuncts. PSU and PSUFA will co-host an orientation event for adjuncts at least once per year. PSUFA representatives will also be invited to attend and provide information about the union at all orientations for adjuncts hosted by departments or schools.

Onboarding task force created

We agreed to form a task force to collect orientation materials, create a webpage with that information and plan orientation events. This task force will assess member's needs and develop responsive onboarding and orientation materials for new and returning faculty and researchers.

SUMMARY Article 7: Members' Rights

Pay for mandatory trainings

All mandatory employee training related to member rights and employee compliance training(s) are now paid.

Extra-instructional pay and expectations

Assures that all supervisors are aware extra-instructional activity is paid labor at extra-instructional rates; no adjunct or research faculty will be compelled to participate in extra-instructional work and denying extra-instructional work will never affect any other members' rights. We clarified that attendance of members at functions such as public or department lectures or seminars, faculty receptions or convocations, graduations, or social events where work is not performed is welcomed by the university and is not compensable.

Move to more inclusion in departmental governance

The University and the Union will now encourage all departments to include adjunct faculty member(s) who is/are on a multi-year contract to attend governance meetings on a regular basis. This will also be compensated extra-instructional labor. In this effort, all adjuncts will be provided access to the summary/minutes of faculty meetings, by-laws, and other pertinent documents; access should be provided to all relevant members.

More career support for adjunct faculty and researchers

To foster greater support and inclusion, adjunct faculty may meet with their Chair or Chair designee(s) to discuss career development and teaching or research goals at PSU. Chairs may assist in providing opportunities for adjunct faculty to be successful at PSU.

SUMMARY Article 8: Assignments & Re-appointment

Firm timeline for re-appointment

Returning adjunct faculty will give their availability in Winter term, be notified of reappointment in Spring term, and be given details about teaching assignments for the upcoming academic year by July 15th. Returning faculty will only have to re-apply and update their information via the HR portal every 3 years.

Simplified and clarified professional evaluation process

Adjunct faculty who apply for the evaluation process will submit CV, reflection on student evaluation and syllabi, all other materials are optional. Chairs must notify faculty if they want to consider materials beyond those listed in the contract including any quantitative or other analysis of student course evaluations. Evaluation cannot lead to termination or discipline.

Clarified and strengthened assignment rights

The University has made commitments to keeping transparent records of faculty teaching history and appointment order (seniority). These records will be available to adjunct faculty upon request. The University agrees that courses will be offered to existing adjuncts prior to hiring new faculty and provides protections in the case of curriculum or program changes that might affect part-time faculty.

Assignments rights are now department specific, rather than PSU wide, to make the accountability process stronger.

Assignment rights remain constant and cannot be reduced. They will be retained in the event of a faculty member migrating to the AAUP bargaining unit for a period of 3 years or less.

Codified process for assigning courses to adjunct faculty

The new contract outlines a step-by-step process to ensure that adjunct faculty are given the credits and courses they are due. Departments will offer courses to as many faculty with assignment rights as possible.

Eligibility for 2-year appointments

We ensured that faculty who have been teaching at PSU since 2014 will be automatically eligible for 2-year appointments without going through the professional evaluation. (Newer faculty can still attain a 2-year contract by participating in the professional evaluation process offered after 3 years/20 credits of teaching.)

SUMMARY Article 9: Personnel Files

The location of the 3 personnel files that are kept for each adjunct were identified: In HR, in the Dean's Office, and in the Chair's Office.

SUMMARY Article 10: Grievances

New definitions for initiation of grievance

Several definitions were added to clarify the grievance process.

New informal steps prior to grievance process

Several steps were added to the grievance process in an effort to have issues resolved at lower levels, by administrators who are more knowledgeable about departmental norms and procedures. There is also now an informal meeting available, at the grievant's option, where they can meet with the supervisor and attempt to resolve the issue quickly and without filing a formal grievance.

Clarified grievance timelines and expanded rights

Grievance filing timelines have also been made more clear and consistent from one step to the next. For example, at each step, a grievance meeting must be held within 5 days of the administrator receiving the grievance, and the administrator must issue a response within 10 days after the meeting. If the grievant is dissatisfied with the decision, they have 15 days to file the grievance at the next step.

SUMMARY Article 12: Salaries & Payroll Administration

Academic year 2020-2021 bonus

All instructional and research adjuncts who worked during the 2020-2021 Academic Year will receive a 1 time bonus of \$200 by the end of Spring term 2021.

Minimum instructional salary increases

\$30/credit increase Fall 2021 (**New Minimum = \$1084** (\$1073 + 1% COLA))

\$25/credit increase Fall 2022 (**New Minimum = \$1120** (\$1109 + 1% COLA))

Minimum research salaries

Research Assistant Minimum Hourly Rate will increase to **\$25.62** (\$25.37 + 1% COLA) in Fall 2021, and to **\$26.61** (\$26.34 + 1% COLA) in Fall 2022.

Research Associate Minimum Hourly Rate will increase to **\$27.55** (\$27.28 + 1% COLA) in Fall 2021, and to **\$28.56** (\$28.27 + 1% COLA) in Fall 2022.

Cost of living adjustments (COLA)

All adjuncts, regardless of pay rate, will receive a 1% COLA in Fall 2021, and another 1% COLA in Fall 2022. This is the same COLA full time faculty will receive.

Compensation for committee service

Committee Service Hourly Rates will increase annually in accord with COLA, which will make the rate in Fall 2021 \$25.25, and in Fall 2022, the rate will be \$25.50.

Release time for union duties

According to Oregon law PSU has to share the cost of the labor it takes to administer our union agreements. PSU agreed to compensate PSUFA representatives at the committee service rate for up to 600 hours/year. Previously we were compensated at a per/credit rate, however this will result in approximately \$2000 increase in overall compensation available/year.

Sick leave

An increase of 20 hours to a maximum of \$100 hours of total sick leave adjuncts can accrue. PSU also commits to providing training on how adjuncts can access their sick leave.

SUMMARY Article 13: Faculty Education Fund & Professional Development

Education Fund

Increased ease of application and financial planning for adjunct faculty members seeking advanced degrees - they may now apply once at the beginning of the academic year for all coursework they plan to take in a given year.

More union access to fund management

Regained the right to transfer funds from the Professional Development Fund to the Faculty Education Fund, allowing us to increase support for the Education Fund as demand warrants.

Staff fee privileges

Increased access by creating the option for adjuncts to use Staff Fee Privileges earned in one term during a different term, when their teaching load might better allow for utilizing this benefit.

Professional Development Fund

Increased ease of application and financial planning by expanding application deadline windows; created language providing more clarity around appropriate use of funds and potentially bolstering our member's access through clearer expectations of our "professions."

New Technology Fund

Created this new benefit fund in response to the remote learning environment, and to address ongoing issues with adjuncts accessing technology needed to perform their job duties.

The first round of applications to this fund will open during Spring term 2021.

SUMMARY Article 16: Progressive Sanctions

New behavior and performance improvement plan process

In accordance with our goals of transparency and justice in disciplinary and potential disciplinary procedures, we secured a performance improvement plan process. This is part of a larger (and new), informal, pre-disciplinary process. Adjuncts must be provided with either a clear and followable plan of improvement, coaching and counseling, or behavioral expectations prior to any sanction process (unless the offense is particularly egregious). Should informal remedies not suffice, supervisors may follow the steps of progressive sanctions (discipline).

Clarified progressive sanction process, timeline, and expectations

We negotiated an entirely new progressive sanction process with clear steps, clarified expectations, firm timelines, and a clear set of expectations for when, how, and if a progressive sanction process is ever elevated to a higher level. The steps of progressive sanctions are: 1) Verbal reprimand, 2) written reprimand, 3) suspension, and 4) termination. Steps 1-3 may be repeated as appropriate. In addition, we made explicit who is allowed to participate in the process, and how documentation will be recorded and where it will be archived.

SUMMARY Article 22: Negotiation of Successor Agreement

We will begin negotiating again on January 1st, 2025. We will also negotiate an economic reopener on salaries and benefits starting January 1st, 2023.