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10-22-1988

# University of Cincinnati & University Hospital & Christian R. Holmes Division and American Federation of State, County and Municipal Employees, AFL-CIO, Locals 217 and 2544 (1988)

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# University of Cincinnati & University Hospital & Christian R. Holmes Division and American Federation of State, County and Municipal Employees, AFL-CIO, Locals 217 and 2544 (1988)

**Location**

Cincinnati, OH

**Effective Date**

10-22-1988

**Expiration Date**

October 1991

**Number of Workers**

1300

**Employer**

University of Cincinnati; University Hospital; Christian R. Holmes Division

**Union**

American Federation of State, County and Municipal Employees

**Union Local**

217, 2544

**NAICS**

61

**Sector**

State government

**Item ID**

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**Comments**

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Agreement Between  
UNIVERSITY OF CINCINNATI  
AND  
LOCAL 217 AND 2544 OF  
AFSCME  
OHIO COUNCIL NO. 8

October 22, 1988

TO

October 22, 1991

10/91

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## AGREEMENT

### ARTICLE I PURPOSE

This agreement is entered into this 6th day of December, 1988 by and between the University of Cincinnati, University Hospital and Christian R. Holmes Division, hereinafter referred to as the "University" and Ohio Council #8, Local 217 and Local 2544 of the American Federation of State, County and Municipal Employees, AFL-CIO, hereinafter referred to as the "Union."

It is the intent and purpose of this agreement to provide for a better understanding between both parties, to establish a peaceful and reasonable procedure for the resolution of differences.

The male pronoun or adjective where used herein also refers to the female. The term "employee" or "employees" where used herein refers to all employees in the bargaining unit as listed in the Appendix I.

### ARTICLE II RECOGNITION

- A. The University recognizes the union as the sole and exclusive collective bargaining agent for all employees, permanent full-time and permanent part-time, covered by this agreement on matters of wages, rate of pay, hours of employment, and other conditions of employment.

A permanent part-time employee is defined as one who works a regular weekly schedule of 20 hours or more but less than 40, and is paid on a regular bi-weekly basis.

- B. Employees covered by this agreement are those listed by classification in Appendix I which is made part of this agreement.

Disputes as to the appropriateness of adding any new classifications to the unit shall be resolved through the Grievance/Arbitration procedure as contained herein.

- C. Excluded from the bargaining unit are:

1. All other classified and unclassified positions either represented or not represented;
2. New employees still within their probationary period;

3. All other management, supervisory, confidential, health and safety employees as defined by Ohio Revised Code 4117.01 in effect April 1, 1984.
- D. The right of individual employees to present their own requests or process their own grievances shall not be impaired by this agreement.
- E. Work customarily performed by employees within the bargaining unit shall not be performed by supervisors or other personnel not included within the bargaining unit unless such work is deemed necessary for continued and efficient operation.
- F. The University will provide the local union presidents, once a month, with a current alphabetical listing of employees in the bargaining unit, with their classification, mail location, department and University appointment. The list will also indicate, where appropriate, leaves of absence, termination, resignations, promotions out of the unit and insufficient pay to cover dues deductions.
- G. Cost of printing the collective bargaining agreement will be borne equally by the parties. The collective bargaining agreement shall be pocket size.

#### ARTICLE III NO DISCRIMINATION

- A. The provisions of this agreement shall be applied to all employees, without discrimination on the basis of sex, sexual harassment, race, creed, marital status, age, national origin, physical handicap, political or union activity.
- B. The University agrees not to interfere with the rights of its employees, as defined in Article II, to become members of the union, and there shall be no discrimination, interference, restraint, or coercion by the University or any of its agents against any employee because of union membership or because of his acting as an officer or in any other bona fide activity on behalf of the union including the filing of grievances.
- C. The union agrees not to intimidate or coerce employees of the University into joining the union or continuing their membership therein.

#### ARTICLE IV UNION SECURITY AND CHECK OFF

- A. The University, for such employees who are members of the union, and who sign individual checkoff dues authorizations furnished

the University for such purpose, shall deduct from the pay each month the union dues and promptly remit same to the union. The checkoff authorization form is that found in Appendix II.

- B. The union further agrees to save the University harmless from any legal action growing out of these checkoff deductions that may be instituted by an employee involved therein before a court, or any other body asserting or having jurisdiction, against the University and further agrees to reimburse the University for any financial payment adjudged by a court, or any other body asserting or having jurisdiction, against the University as well as costs and expenses involved in defense of any such action as set forth in this paragraph.

#### ARTICLE V UNION REPRESENTATIVES

- A. The University shall recognize officers and stewards as union representatives for the purpose of administering the collective bargaining agreement and adjudicating grievances. Union representatives shall also be recognized for the purpose of administering the collective bargaining agreement. The union has the right to conduct its internal affairs as it deems appropriate, free of any intervention by the University.
- B. The union staff representative shall be permitted reasonable access to work areas in order to conduct legitimate union business. A staff representative must secure permission from the department head, or his authorized representative, in order to contact any employee on University time.
- C. The union is permitted thirty-one (31) stewards and, in addition, another four (4) union officers to act in the capacity of stewards. The union will furnish the names of all stewards and officers, acting in such a capacity, to the Office of Employee and Labor Relations at the time of their identification.

The union will post the current list of stewards and their designated areas of responsibility. No two (2) stewards shall work for the same immediate supervisor. The union shall provide a current list at least bi-annually, or more frequently, if there are changes in the interim.

- D. Time spent by the stewards and officers in grievance handling, during their regularly scheduled hours, will be paid by the University. Stewards and officers who lose time during their regular shift hours for investigating grievances or attending grievance meetings will be paid their regular hourly rate for such time lost provided this allowance is not abused. All stewards and officers will be considered to be on a regular eight-hour shift as far as grievance pay is concerned.



E. No steward, officer or aggrieved employee, shall leave his assigned work in order to conduct union business without prior approval from his respective supervisor. No steward will be unreasonably denied the right to carry out his steward responsibilities when requested. The steward or officer is obligated to provide the immediate supervisor the following information within forty-eight (48) hours of union business:

1. Purpose of the union business (i.e., grievance, disciplinary hearing, other).
2. The names of stewards and other employees involved.
3. Actual time spent on union business (from start to conclusion).
4. The department of the steward.
5. The department of the employee.
6. The name of the aggrieved employee's supervisor giving permission.

The Employee and Labor Relations Office shall provide the form required for recording the information to the steward or officer's immediate supervisor. It is the responsibility of the supervisor to complete the form.

During administrative hearings, pursuant to Article VIII, Grievance and Discipline Procedures, there shall be no more than two (2) employees to include a union representative and the aggrieved party, plus one (1) union staff representative or his designee present. The University shall also have no more than a total of three (3) representatives present, excluding the hearing officer. The University shall receive 24 hours advance notice of the employees to be used as witnesses and such employees shall be scheduled in advance by the parties so as to limit the burden on the department. Both parties shall be permitted no more than one (1) non-participating observer.

- F. An active employee of the University who is excluded from the bargaining unit shall not serve as a steward or represent employees in the bargaining unit, nor shall any employee represent any other employee whom he supervises.
- G. During contract negotiations, employees who serve on the union negotiating committee shall be paid for time spent in negotiations with University representatives during regularly scheduled work hours of such employees. The union shall provide at least two (2) weeks in advance, the names of those University employees who shall serve on their negotiating committee. No two (2) members of the union's negotiating committee may work for the same immediate supervisor. Such employees shall be

assigned to the day shift for the period of negotiations. Release time from work for negotiations shall be for a period of one (1) hour before and one (1) hour after the scheduled meeting. Further extensions of time will be provided upon forty-eight (48) hours advance request by the union through the Employee and Labor Relations office. No time other than the hours before or after, and actual negotiations, or beyond the normally assigned schedule during actual contract negotiations, shall be paid by the University. The union's committee shall number no more than twelve (12) University employees. The University's committee shall number no more than the total of the union's committee.

#### ARTICLE VI MANAGEMENT RIGHTS

Except as specifically limited by the provisions of this agreement, the management of the University and the direction of the working force, including the right to hire, promote, transfer, demote, layoff, discharge or discipline for just cause in accordance with applicable policy regulations is the responsibility of the University. In addition, the work to be performed, the location of the work, the standards of performance, the methods or processes, the organization of departments and the amount of supervision, the decision to do or contract work are the responsibility of the University. It is further understood that nothing in this agreement shall be construed as delegating to others, the authority conferred by law on any University official, or in any way abridging or reducing such authority. The above statement of management rights is understood to be descriptive and explanatory and is not restrictive.

#### ARTICLE VII NO STRIKE OR LOCKOUT

- A. During the life of this agreement, the union agrees that it will not:
1. Call, institute, maintain, or conduct a boycott against the University of Cincinnati or picket any place of business of the University of Cincinnati, on account of any jurisdictional work dispute;
  2. Induce or encourage any individual employed by any person to engage in a strike in violation of Chapter 4117 of the Revised Code or refusal to handle goods or perform services; threaten, coerce, or restrain any person where an object thereof is to force or require any public employee to cease dealing or doing business with any other person; force or require the University of Cincinnati to recognize for representation purposes, an employee organization not certified by the State Employment Relations Board;

3. Induce or encourage any individual in connection with a labor relations dispute to picket the residence or any place of private employment of any public official or representative of the University of Cincinnati;
4. Engage in any picketing, striking, or other concerted refusal to work without giving written notice to the University of Cincinnati and the State Employment Relations Board not less than ten (10) days prior to the action. The Notice shall state the date and time that the action will commence and, once the Notice is given, the parties may extend it by the written agreement of both.

In the event of a violation of this Section, the University in accordance with Ohio Revised Code 4117.23(B) has the right to discipline employees including discharge. However, in accordance with Ohio Revised Code 4117.01(H), "stoppage of work by employees in good faith because of dangerous or unhealthful working conditions at the place of employment which are abnormal to the place of employment shall not be deemed a strike."

- B. During the life of this agreement, the University agrees that it will not lockout or otherwise prevent employees from performing their regularly assigned duties where the object thereof is to bring pressure on the employees or an employee organization to compromise or capitulate to the employer's terms regarding a labor dispute.

ARTICLE VIII  
DISCIPLINARY PROCEDURE

The following language on Disciplinary and Grievance Procedures is the sole source of rights and obligations of the parties to this contract in these matters. Furthermore, the following language is intended to supercede all provisions applicable to public employees in the Ohio Revised Code, and/or the rules of the Ohio Department of Administrative Services and the State Personnel Board of Review in relation to the Disciplinary and Grievance Procedures.

A. Corrective Discipline/Discharge

1. An employee may be disciplined for the following reasons:
  - a. Such violations include, but are not limited to, the following: Incompetency, inefficiency, dishonesty, drunkenness, immoral conduct, insubordination, discourteous treatment of the public, neglect of duty, any other acts of misfeasance, malfeasance or nonfeasance on his job, or any other failure of good behavior.
2. An employee who receives an overall unsatisfactory rating on their performance evaluation shall be subject to re-evaluations until his performance is corrected or he is disciplined and/or discharged for just cause. Performance evaluations that are rated overall satisfactory or higher will not be subject to the grievance procedure; however, employees have the right to make written objections to such ratings for inclusion in their personnel file.
3. Employees who are subject to corrective discipline (except for failure to qualify at the end of his probationary period) that immediately resulted in a suspension, demotion or dismissal shall have a hearing by an administrator prior to the imposition of said discipline. All charges against the employee shall be in writing and specifically state in detail the alleged infraction.

Charges which may lead to an administrative hearing must be brought against an employee for an alleged infraction within 14 calendar days of the time by which the employer becomes aware of the alleged infraction. It is understood that the charges may be for a series of events that could have occurred prior to the latest event and is of the same nature.

Where there are charges against the employee, he shall be presumed to be innocent. The burden of proof shall be on the employer. The employee or his representative shall have the right to confront and question the accuser; the right to

call and examine witnesses in the employee's behalf; and, upon the written consent of the employee, the right to have all pertinent records made available prior to the hearing.

A hearing on any charges against an employee must be conducted within 21 calendar days of the charge notice. The hearing officer shall render a decision within seven (7) calendar days of the hearing. The hearing officer must be impartial. The time limits may be extended by mutual agreement of the parties.

An employee may waive, in writing, the hearing without relinquishing his rights to the grievance procedure. A written waiver of rights, to the hearing will subject the employee to the immediate imposition of the corrective discipline by the University. All other corrective discipline, i.e., written reprimands, may be imposed without a hearing and are subject only to the grievance procedure.

Discipline involving suspension, demotion, or dismissal shall be imposed by the hearing officer only after he has issued his findings and decisions, unless the employee had waived his rights to a hearing as specified heretofore. Progressive corrective discipline may be in the form of, but not necessarily start at, oral reprimands, written reprimands, suspensions up to 30 calendar days, demotion and/or discharge. The hearing officer may impose warning letters in place of suspensions. Such warning letters will carry the same weight as the suspension it replaces and will be so evaluated in determining its appropriateness and in the assessment of any subsequent disciplinary action. Discipline shall be imposed no later than 10 calendar days following the hearing officer's decision.

Should an employee who chose to waive his rights to a hearing decide to file a grievance over the discipline imposed, the grievance shall be initiated at Step one (1) of the grievance procedure (Section B, Step 1) within 14 calendar days of imposition of the disciplinary action.

Should an employee decide to file a grievance over disciplinary action taken as the result of a hearing, such grievance shall be initiated at Step two (2) of the grievance procedure within 14 calendar days of the personal delivery or certified mailing of the notice of disciplinary action.

Employees subject to all written corrective discipline, up to and including dismissal, shall receive notification of disciplinary actions in writing. Where there is a hearing officer's report, the employee shall be notified of the decision with copies forwarded to the union office.

4. Employees shall have the right to union representation at all disciplinary hearing, or may choose to present their own case; however, a representative may not be employed by another union or union-like organization. It is the responsibility of the official initiating charges to ascertain the employee's decision for representation prior to the date of the hearing.
5. The University reserves the right to terminate employment for the following reasons:
  - a) Voluntary resignation;
  - b) Discharge for just cause as set forth in this Article, Section A,1; subject to Article IX.
  - c) Failure to return from a leave of absence as set forth in Article XVII, subject to Article IX.
  - d) Failure to return from a layoff as provided in Article X, Section G.
  - e) Absence from work for three (3) or more consecutive scheduled work shifts without the employee's having contacted his supervisor or supervisor's designated representative. Should a question arise as to the employee's ability to contact any of those specified above within three (3) days, such matters shall be subject to the grievance procedure;
  - f) Acceptance of another position while on authorized leave, or working another position on sick leave;
  - g) Failure or inability to return from an injury or illness after more than 18 months from expiration of sick leave and/or upon qualification of either Federal or State local disability. Workers' compensation disability may include an election not to use accrued sick leave, in which case, the 18 months begins with the diagnosis of the disability.
6. After 24 months from date of issue, disciplinary actions shall not be considered in any subsequent determination of discipline.

#### ARTICLE IX GRIEVANCE PROCEDURE

- A. If a dispute arises over the interpretation or application of any specific provision of this Agreement, it shall be defined as a grievance and shall be subject to the grievance procedure.

Each grievance, oral or written, shall identify the article and section of the agreement where the violation has occurred, and the remedy requested to settle the grievance.

- B. There may be individual or group grievances. A group grievance shall be one in which the facts and the provisions of the agreement alleged to be violated are the same for each employee in this group. The aggrieved party shall file an individual or group grievance in the appropriate department in accordance with the procedure that follows:

#### Step 1

- a) Verbal Resolution of Grievance - If an employee believes that the University has violated this agreement, that employee may attempt to adjust his complaint with his immediate supervisor. If an employee wishes to carry his grievance to the next step, he/she must initiate each step within five (5) working days of the receipt of this decision.
- b) Written Grievance - The employee's union representative shall file with the immediate supervisor, or department representative, within five (5) working days of the time the employee becomes aware of the alleged grievance, a complaint in writing on a form which provides all pertinent data concerning the grievance and the remedy sought. The employee, together with the steward, shall meet with the immediate supervisor, or department representative, to resolve the grievance. The supervisor, or department representative, shall render a written decision within five (5) working days from the time the parties meet, copies of which will be provided to the grievant, the grievant's representative and the Employee/Labor Relations Department. If an employee's union representative wishes to carry his grievance to the next level(s), he must initiate the next step within five (5) working days of the receipt of the decision being appealed. If the grievance is unanswered at the expiration of five (5) working days, the complaint may be referred to Step 2.

#### Step 2

- a) The University's designated representative(s) from Employee and Labor Relations shall meet with the employee and his union representative(s) within 10 working days from the date notice was received from the union that the grievance was not resolved at Step 1. The parties shall attempt to adjudicate the grievance at this meeting.

- b) The University's designated representative from Employee and Labor Relations shall render a decision in writing to the employee's representative(s) within 10 working days from the date the meeting was held. If the union wishes to carry the grievance to the next level, the union must initiate the next step within 20 days. The party requesting arbitration must notify the other party in writing within that 20 days of the receipt of the written decision at Step 2. If the grievance is unanswered at the expiration of 10 working days, the complaint may be referred to Step 3 by the union and written notification to arbitrate must be given accordingly.
- c) The parties may waive, in writing, one and/or two steps of the grievance procedure by mutual agreement of the union and the Employee/Labor Relations Office. However, all grievances must first be presented to the immediate supervisor of the grieving employee.

### Step 3

- a) The grievance must have satisfied the provisions of Step 1 and 2 prior to being submitted to arbitration. A reasonable attempt shall be made by the parties to construct and jointly submit the issue(s) to be arbitrated.
- b) The parties have 30 days from the posting of the grievance to arbitration to request a panel of arbitrators from the FMCS and to choose an arbitrator from that panel. The arbitration hearing must be held within 120 calendar days of the original posting to arbitration or the grievance is waived. Delay beyond 120 calendar days caused by the chosen arbitrator, will not be grounds for waiver. Cancellation of the agreed upon arbitration date can only occur due to circumstances beyond control of the parties or withdrawal by the moving party. The party requesting the cancellation will pay the cancellation fee, if applicable. The new date for the arbitration hearing must be established within 30 days and the arbitration hearing itself held within 60 days of the cancellation. A pre-arbitration conciliation meeting may be held not more than 30 days and not less than 14 days prior to the scheduled arbitration date, at the request of either party.
- c) The arbitrator shall have no authority to alter in any way the terms and conditions of this Agreement and shall confine his decision to a determination of the facts and an interpretation and application of this Agreement. The decision of the arbitrator shall be issued within 30 days from the hearing date and will be final and binding on the University, the union and the grievant. Any pre-arbitration settlement will be without prejudice to any party unless the University and the union expressly agree otherwise. The



representative of the grieving party has the right to withdraw a grievance at any step without prejudice to the position of any party.

- d) The fee and other expenses of the arbitration and arbitrator shall be shared equally. Each party shall bear its own expenses in these arbitration proceedings. Any University employee called as a witness by either side will continue to receive their regular rate of pay while attending such hearing for those hours they would have been scheduled to work.
- C. A grievance shall be deemed waived by the employee and the union unless such grievance is presented in writing to the University in accordance with the grievance procedure.
- D. It is agreed that the time limits set forth within this article may, by mutual consent, be extended for a reasonable period of time. Such request and approval shall be in writing.

#### ARTICLE X FILLING OF VACANCIES

- A. The following language on promotions and the filling of vacant positions is the sole source of rights and obligations of the parties to this contract in these matters. Furthermore, the following language is intended to supersede all provisions applicable to public employees in the Ohio Revised Code and/or the Rules of the Ohio Department of Administrative Services relative to promotions and the filling of vacant positions.
- B. An employee wishing to transfer within his/her primary classification from one department to another, may apply during the posting period, in writing, by completing the appropriate forms in the Employment Services Division of Personnel. An employee shall be given transfer consideration provided he is qualified for the posted position. Qualified transfer candidates shall be considered along with all other qualified employees. Upon request, an employee who was denied the transfer may be provided the reason for such denial. If the University's action is based in whole or in part on portions of the employee's work record, such portions of the employee's work record will be made available to the union for inspection upon consent of the employee.

All transfers within the bargaining unit shall serve a three (3) month transfer probationary period which, if not satisfactorily completed, would result in the employee being placed in his/her previous position if still vacant. Otherwise, the employee will be placed in a vacant position within his/her classification.

An employee wishing to transfer from one assignment to another assignment within his departmental classification, may make such a request in writing to his department. When a vacancy occurs in the requested assignment, a senior employee with a written request on file will be reassigned, unless there is a valid discipline during the last three months prior to filling the job through job postings. A written request for change in assignment within a departmental classification will be effective for one (1) year unless withdrawn or refused when offered. Such an assignment can be granted only one (1) time in a consecutive 12 month period.

- C. Positions covered by this agreement (refer to Appendix I), shall be open to all members of the bargaining unit and all University employees in bargaining unit classifications. At the discretion of the hiring department, positions may be advertised to the general public simultaneously. This procedure will apply unless underutilization exists, at which time the University will share with the union, the University's Affirmative Action status report which identifies the underutilized job group.
1. A promotional opportunity is defined as a classification with a higher pay range than is currently held by the employee. A voluntary demotion involves applying for a position which is assigned to a pay grade lower than the position currently occupied by the applicant.
  2. Applicants currently not in an original or promotional probationary period status may apply for promotional opportunities when posted. Applicants must be qualified to apply for promotional opportunity postings. To be qualified, the employee must meet the minimum requirements of the posted position.
  3. Selection will be based on passing an examination, past work performance, job related experience and position qualifications. The term qualifications, as used herein, shall include physical capabilities, education, experience, efficiency and certification or licensing requirements. An employee may not be permitted to take the examination when the position to be filled has a certification or licensing requirement that is not held by this applicant.
  4. Application or testing for any position will be allowed on University time for day shift employees only provided the applicants have completed their original probationary period. Such privilege can be exercised a maximum of three (3) times per calendar year. Tests for a single position which are conducted at different times will be considered as one test.

5. Officers and stewards may observe the giving of any practical, promotional examination. The union's recourse in case of irregularity is limited to the filing of a grievance.
6. The posting may be closed after five (5) working days so long as there are three or more qualified applicants. Should there be less, the University shall have the right to repost the position throughout the University or to the general public. Should there be less than three qualified applicants, they will remain within the candidate pool.
7. All qualified applicants shall be subject to an examination to determine their ability to perform the job duties as posted. Passers for the posted position will be ranked by University seniority and the four (4) most senior referred to the hiring department. If fewer than three (3) employees from the bargaining or bargaining unit classifications pass the examination, the University may add passers from the open list so that three (3) qualified candidates can be referred. Presidents of the appropriate local(s) will be sent a list of those persons in bargaining unit classifications who pass the promotional exam, ranked by seniority.
8. Should a vacant position need to be filled on an emergency basis, the University, where practical, shall afford a lower classified employee within the same job group an opportunity to temporarily fill the position. This should not preclude the University from exercising the provisions of this Article.
9. Vacancies will be filled within 15 days when possible.

- D. An employee failing his probationary period on promotion must be restored to his previous classification. His salary step is that which he would have been on had he remained in the lower classification.
- E. An employee accepting a lateral transfer shall be paid at the same rate of pay previously earned. An employee voluntarily accepting a demotion shall be paid in the new classification at the scheduled rate next lower to the rate he/she held in the former classification. Employees accepting promotions shall be paid at the next higher rate in the higher classification (or no less than 4%, whichever is greater), not to exceed the maximum salary in that classification.
- F. An employee who is promoted from outside the bargaining unit to a classification within the bargaining unit as a result of a

promotional competitive examination, and then fails the probationary period, will have no further rights in the bargaining unit.

- G. The probationary period shall be three (3) months in duration from the date of appointment for promotion. The promotional probationary period may be extended by mutual agreement of the parties. The probationary period for new employees shall be six (6) months.
- H. The University shall give priority to bargaining unit employees who are currently laid off to fill vacant positions under this agreement that are scheduled to be filled, so long as the laid off employee is qualified for the position.
- I. The terms and conditions of the Affirmative Action Program and Plan are not subject to the Grievance Procedure and prescribed by law.

#### ARTICLE XI REDUCTION IN FORCE (LAYOFF) AND RECALL

- A. The following language on reduction in force (layoff) and recall of union employees is the sole source of rights and obligations of the parties to this contract in these matters. Furthermore, the following language is intended to supersede all provisions applicable to public employees in the Ohio Revised Code and/or the Rules of the Ohio Department of Administrative Services relative to reduction in force (layoff) and recall of union employees.

In the event of a reduction in force for reasons of lack of work or lack of funds, the union shall have the right to grieve and arbitrate said issues pursuant to Article IX.

- B. The University shall identify the position(s) to be reduced and the employee(s), if applicable, to be affected.

Layoffs shall be in accordance with University seniority. Prior to affecting permanent bargaining unit employees, persons within the bargaining unit classifications holding appointment categories of temporary, intermittent, temporary part-time, seasonal, provisional and probationary affected by the reduction, shall be laid off first. The University shall not layoff bargaining unit employees in lieu of disciplinary action.

Where there is an employee(s) subject to a reduction in force, the University has the right to exercise the layoff by:

1. Reassigning the employee(s) to existing open position(s) at the same classification level so long as the employee(s) is qualified to perform the work done. Qualified shall mean the same as defined in Article X,C,3.
2. Should there be no vacancies available, the employee(s) identified for layoff shall displace the lowest seniority University employee within the same classification University-wide within the bargaining unit; refer to Appendix I.

Should there be no one of lower seniority in the same classification, then, University Seniority permitting, the employee(s) should displace the lowest senior employee in the next lower classification University-wide within the bargaining unit; refer to Appendix I.

Displacements shall continue by seniority University-wide within the bargaining unit so long as the displaced employee(s) is qualified to do the work. The lowest seniority bargaining unit employee within the classification affected shall be laid off.

- C. The bargaining unit member(s) who is (are) subject to reduction in classification through displacement and/or layoff shall be sent a letter of notification by certified mail at least fourteen (14) calendar days or shall have the letter of notification hand-delivered at least 10 calendar days in advance of the effective date of the action. The letter shall contain the effective date of the reduction in classification and/or layoff, reference to the recall and grievance procedures contained in this contract.
- D. Bargaining unit members paid under grant/restricted funds (soft money) shall be laid off effective upon the delivery of a written notification to the employee prior to the usual notification period if the grant/restricted funds are cut off by the funding source without prior notification to the University. Immediately thereafter, the layoff process in this article shall apply as it affects displacement and recall.
- E. Notice of recall to an employee shall be made by certified mail to the last known address of such employee. A copy shall be forwarded to the union. If undeliverable, the University's obligation shall be considered to be fulfilled. The recalled employee must notify the University within three (3) working days of the date of receipt of notice of his intention to return to work. The date for returning to work shall be no more than two (2) weeks from date of notice received or determined by the University. Failure to return from layoff shall subject the employee to termination of service pursuant to Article VIII, A,5,d.

- F. The recall of bargaining unit employees laid off or reduced to a lower classification shall be in reverse order of layoff or reduction to a lower classification.
- G. Bargaining unit employees laid off shall be put on an appropriate recall list according to their classification and seniority for a period not to exceed 18 months. Recall shall be as prescribed in Article IX, I.
- H. University seniority shall mean the length of time measured in continuous years, months and days of service an employee has been with the University of Cincinnati. Employees hired before the effective date of this agreement shall have total state service in the calculation of University seniority. Termination of employment, not layoff, shall constitute a break in service.
- I. Employees covered by this agreement are also covered by the applicable provision of unemployment compensation, laws of the Federal Government and the State of Ohio.
- J. A bargaining unit member may have the option to take a voluntary layoff with recall rights for 18 months in lieu of displacing another bargaining unit member.
- K. Four (4) officers of the union shall be given superseniority with respect to layoffs only. They shall retain their positions at the time of a layoff so long as there is work to be performed in that unit. If the unit is closed, they shall be assigned to bargaining unit work which they are qualified to perform. If there is no bargaining unit work which they are qualified to perform, they shall be laid off in accordance with the provisions of this Article XI.

#### ARTICLE XII HOURS OF WORK AND OVERTIME

- A. The regular work week shall consist of 40 hours, five (5) days of eight (8) hours each, unless otherwise mutually agreed by management and the affected employees. (In departments where there is a continuous operation and the employees rotate their work shift, it may be necessary to also rotate their off days). Pay will be credited to the day on which the shift began, regardless of the length of the shift, unless the shift began at 11:00 p.m. or after.
- B. Hours worked in excess of 40 hours per week shall be paid at the appropriate overtime rate.
- C. Work performed on the employee's sixth day or on the rotating shift, employee's first day off, shall be compensated for at time and one-half, unless the employee has not been in a pay

status for 40 hours that week. In such cases, he receives straight time for the first 40 hours of the week, and time and one-half for the balance.

- D. Time not worked but paid for because of a holiday, vacation, jury duty, sick pay as provided in Article XVI, or union leave shall be considered as time worked for purposes of "pay status."
- E. If an employee is scheduled to work overtime, but reports sick, his scheduled overtime is cancelled, and no sick leave with pay or any other pay is given for the overtime period.
- F. Employees who must continuously monitor their duty station shall have a one-half hour lunch period built into their eight (8) hour shift, and this lunch period shall be scheduled as close to the middle of the work shift as possible. It is understood that such employees are on duty while eating and may have to respond to duty requirements. Where the number of employees permits, efforts will be made to allow uninterrupted meal breaks.

There shall be a minimum of a one-half hour lunch period without pay for all regularly scheduled employees.

- G. Whenever an employee is called in to work at a time other than his regular work schedule, thereby necessitating additional travel to and from work, he shall be guaranteed four (4) hours call back pay at the straight rate of pay or the appropriate overtime pay for the actual hours worked, whichever results in the greater financial advantage for the employee. It is understood that any work performed prior to the start of the regular shift or following the end of the regular shift, so that no extra travel to and from work is required, will be paid at the appropriate overtime rate.
- H. Management will distribute overtime as evenly as possible among employees in the appropriate classifications who are qualified to perform the necessary work within an operational unit. A voluntary overtime rotating list shall be established by job classification seniority. For purposes of this paragraph, job classification seniority will include time spent in a higher classification, provided the employee was promoted from and returned immediately to his present classification. All voluntary overtime hours worked shall become part of the rotating list. When an employee declines a voluntary overtime request, his name shall be moved to the bottom of the list. The overtime list shall remain posted.
- I. Work schedules will be posted, and where possible, they will be posted four (4) weeks in advance. Before a change in the regular schedule is made, 48 hours notice will be given, except in cases of emergencies or special maintenance operations. In

no event shall any employee have a regular work schedule of more than seven (7) consecutive days. When operation requirements permit, every effort will be made to schedule consecutive days off.

- J. University Hospital bargaining unit employees working rotating relief shifts may request shift relief preferences in writing to the departmental supervisor. Supervisors will accommodate employees' preferences in accordance with needed classifications, first by classification seniority, then by departmental seniority before assigning remaining staff. For purposes of this paragraph, job classification seniority will include time spent in a higher classification, provided the employee was promoted from and returned immediately to his present classification.
- K. The rate of double (2) times the regular straight time worked will be paid on the seventh (7th) consecutive working day in excess of 48 hours.
- L. The employee may elect to take compensatory time off in lieu of overtime pay at the appropriate conversion rate, at a time mutually convenient to the employee and his administrative supervisor within 180 days after such overtime is worked.
- M. An employee who is not overtime exempt and is required to work on a day designated as a holiday may elect to take compensatory time off at time and one-half. Holiday compensatory time must be taken within 30 days of the holiday.

ARTICLE XIII  
SHIFT DIFFERENTIAL AND ON-CALL PAY

- A. Employees assigned to a shift ending between 6:01 p.m. and midnight (12:01 a.m.), shall receive shift differential of \$.35/hour for the entire shift.
- B. Employees assigned to a shift ending after 12:01 a.m. and before 8:00 a.m., shall receive shift differential of \$.45/hour for the entire shift.
- C. If circumstances require an employee or crew to be assigned to special shift work, the differential shall be paid, starting with the first day of such assignment. Each person is to be scheduled no more than two (2) different work shifts in one (1) work week.
- D. Licensed Practical Nurses at University Hospital and Phlebotomists and Phlebotomy Specialists at the Hoxworth Blood Center, shall receive \$.25/hour shift work in addition to the \$.35 and \$.45 referred to in Sections A and B of this Article.



- E. Employees whose shift starts prior to 7:00 a.m. shall be paid third shift differential for all hours up to 7:00 a.m.
- F. Employees who are "on-call" shall receive \$14 per shift except at Hoxworth Blood Center at which the rate will be \$12 per day.

ARTICLE XIV  
HOLIDAYS

- A. Employees are entitled to 10 paid holidays.

Holiday	1988-89	1989-90
Veteran's Day	Fri., Nov. 11, 1988	Fri., Nov. 10, 1989
Thanksgiving	Thurs., Nov. 24, 1988	Thurs., Nov. 23, 1989
Day After	Fri., Nov. 25, 1988	Fri., Nov. 24, 1989
Christmas Hol.	Fri., Dec. 23, 1988	Mon. Dec. 25, 1989
Christmas Hol.	Mon., Dec. 26, 1988	Tues., Dec. 26, 1989
New Year's Day	Mon., Jan. 1, 1989	Mon., Jan. 1, 1990
M.L. King Day	Mon., Jan. 16, 1989	Mon., Jan. 15, 1990
Memorial Day	Mon., May 29, 1989	Mon., May 28, 1990
Fourth of July	Tues., July 4, 1989	Wed., July 4, 1990
Labor Day	Mon., Sept. 4, 1989	Mon., Sept. 3, 1990

Holiday	1990-91
Veteran's Day	Mon., Nov. 12, 1990
Thanksgiving	Thurs., Nov. 22, 1990
Day After	Fri., Nov. 23, 1990
Christmas Hol.	Mon., Dec. 24, 1990
Christmas Hol.	Tues., Dec. 25, 1990
New Year's Day	Tues., Jan. 1, 1991
M.L. King Day	Mon., Jan 21, 1991
Memorial Day	Mon., May 27, 1991
Fourth of July	Thurs., July 4, 1991
Labor Day	Mon., Sept. 2, 1991

If the holiday falls on a Saturday, the holiday will be observed on the preceding Friday; if it falls on Sunday, it will be observed the following Monday. The University holiday calendar, as approved by the Board of Trustees for any and all given academic calendar years, shall be the official holiday schedule.

- B. The University will notify the union, within a reasonable period of time, of all adopted schedules for each subsequent year in addition to the above-stated schedule.

- C. In order to receive pay, an employee must be in active pay status on the last regularly scheduled work day prior to the holiday and the first regularly scheduled work day following the holiday. The University may require proof of any illness occurring the day before or after any holiday where there is a claim for paid time off.
- D. Employees who are scheduled to work on a holiday shall be compensated in pay at time and one-half for hours worked. In addition, they will receive straight time compensation for the holiday.

#### ARTICLE XV PYRAMIDING

Any overtime or premium pay set out in this agreement shall not be pyramided. Employees shall receive either daily or weekly overtime or premium pay, whichever is greater, but not both.

#### ARTICLE XVI VACATIONS

- A. 1. Employees whose most recent date of hire was before July 1, 1977, accrue vacation as follows:

<u>Length of Service</u>	<u>Vacation Accrual</u>	<u>Accrual Per Pay Period</u>	<u>Maximum Accrual</u>
Less than one year	No vac.	3.08 hours	10 days (80 hrs.)
One year but less than five years	10 days (80 hrs.)	3.08 hours	30 days (240 hrs.)
Five years but less than 10 years	13 days (104 hrs.)	4.00 hours	39 days (312 hrs.)
10 years but less than 15 years	18 days (144 hrs.)	5.54 hours	54 days (432 hours)
15 years but less than 25 years	22 days (176 hrs.)	6.77 hours	66 days (528 hours)
25 years or more	25 days (200 hrs.)	7.70 hours	75 days (600 hours)

NOTE: Permanent part-time employees hired on or before July 1, 1977 receive pro-rated vacation based on the above schedule.

2. The following vacation schedule covers those employees who were permanent full-time unclassified employees on or before October 22, 1984:

<u>Length of Service</u>	<u>Vacation Accrual</u>	<u>Accrual per Pay Period</u>	<u>Maximum Accrual</u>
Less than one year	No vac.	3.70 hours	12 days (96 hours)
One year but less than five years	12 days (96 hrs.)	3.70 hours	36 days (288 hours)
Five years but less than 10 years	14 days (112 hrs.)	4.31 hours	42 days (336 hours)
10 years but less than 15 years	19 days (152 hrs.)	5.85 hours	57 days (456 hours)
15 years but less than 25 years	23 days (184 hrs.)	7.08 hours	69 days (552 hours)
25 years or more	26 days (208 hrs.)	8.00 hours	78 days (624 hours)

NOTE: Permanent part-time unclassified employees hired on or before October 22, 1984 receive pro-rated vacation based on the above schedule.

3. All permanent full-time employees shall be entitled to the following amount of vacation per year, except where entitlements are granted under Section A, 1 or A, 2.

<u>Length of contin- uous University Service</u>	<u>Vacation Accrual</u>	<u>Accrual Per Pay Period</u>	<u>Maximum Accrual</u>
Less than one year	No vac.	3.08 hrs.	10 days (80 hrs.)
One year but less than 8 years	10 days (80 hrs.)	3.08	30 days (240 hrs.)
8 years, 0 days		(One time +40.04 hrs.)	
8 years but less than 15 years	15 days (120 hrs.)	4.62 hrs.	45 days (360 hrs.)
15 years, 0 days		(One time +40.4 hrs.)	

15 years but less than 25 years	20 days (160 hrs.)	6.16 hrs.	60 days (480 hrs.)
25 years, 0 days		(One time +40.4 hrs.)	
25 years or more	25 days (200 hrs.)	7.70 hrs.	75 days (600 hrs.)

NOTE: Vacation may be taken as accrued only after six (6) months or more of continuous University service.

- B. For all permanent full-time employees hired before October 23, 1984, accrual of vacation will be according to their number of years of service with the State of Ohio or any of its political subdivisions. For all other employees hired on or after October 23, 1984, continuous University service shall be as defined by Article XI, Section I of this Agreement and shall not include any State of Ohio service.

Part-time University service is counted for the purpose of determining length of continuous University service.

No employee will be credited with vacation while working on a part-time appointment except as provided in A, 1 and A, 2.

- C. University Employees transferring into a position covered by this Agreement after October 23, 1984, transfer the balance of all accrued unused vacation to the new position. Upon transfer, such employees shall be subject to the vacation schedule and the accrual rate will be determined by the length of continuous University service.
- D. Days designated as holidays are not charged to vacation leave regardless of the day of the week on which they occur.
- E. Vacation leave is earned during the time the employee is in active pay status. It is not earned while on unpaid leave of absence or unpaid military leave.
- F. During the first quarter of each calendar year, employees will be given an opportunity to indicate on a form provided by the University, their vacation leave preferences for the upcoming fiscal year of July 1 through June 30, and promptly thereafter a written vacation schedule (by departments) will be prepared by the University (and written confirmation given to each employee) with priority given to employees by continuous classification seniority. Once the department vacation schedule is determined, it shall not be changed without the consent of the involved employee(s).

The scheduling of these vacation days must have the approval of the University. This approval shall not be unreasonably denied.

- G. The University will provide its employees their vacation pay in advance of vacation departure providing the employee notifies his Departmental Supervisor in writing one week in advance of scheduled vacation. The employee must be gone at least 10 days, including the scheduled day of pay. If an employee is on vacation between days of pay, those employees cannot use this section.

After six (6) months of service, employees may, with supervisory approval, use vacation credit as accrued. This approval shall not be unreasonably denied.

- H. Upon separation from the University, or death, an employee or his estate shall be paid for any accrued but unused vacation not in excess of the maximum accrual allowed. No payment for unused vacation shall be made to an employee having less than six months of University service.
- I. An employee reinstated from retirement to his former position receives a vacation accrual rate based on the accrual rate prior to retirement, and retains credit for service prior to retirement for purposes of determining the vacation accrual rate.
- J. Employees shall forfeit their right to take or to be paid for any vacation leave to their credit which is in excess of the accrual for three years. Such excess leave shall be eliminated from the employees' leave balance. The University will advise the employee when approaching maximum accrual.
- K. When an LPN is scheduled for a vacation, he will be given up to three (3) consecutive weekends off if he so desires. If the LPN only misses one regularly scheduled weekend, he will not have to make that weekend up. If the LPN misses two regularly scheduled weekends, he will have to make up one weekend.

LPNs with 14 or more years of continuous service may utilize the provisions of this section twice in each vacation year.

ARTICLE XVII  
SICK LEAVE

- A. All employees are eligible for paid sick leave after the end of their initial probationary period.
- B. Each full-time employee is credited with 15 days of sick leave per calendar year, six (6) days to the short term bank and nine (9) days to the extended sick leave bank. Sick leave for part-time employees will be pro-rated according to the percentage of the full-time appointment. Also, employees who are hired after the beginning of the first full pay period in each calendar year will have their sick leave credit pro-rated based on the percentage of the year in active employment at the University. The maximum accumulation of sick leave credit to the extended sick leave bank will be unlimited.
- C. Employees reinstated from reduction in force (layoff) shall be credited with any accumulated sick leave balance remaining at the end of their previous service.
- D. No employee hired, reappointed, or reinstated on or after October 22, 1984 will be permitted to transfer or carry forward any sick leave balance previously earned except as provided in Section C above.
- E. Sick leave entitlements shall be credited for use in the following manner:
  - 1. Six (6) days shall be credited to a yearly short term sick leave pool as of the first day of the first full pay period in each calendar year and shall not be accumulated in the long-term sick leave pool.
  - 2. Nine (9) days sick leave shall be accrued at a rate of 2.77 hours per pay period for credit to a cumulative extended sick leave pool. Extended sick leave shall not be used as short term sick leave.
- F. Employees may use sick leave from the short term sick leave pool for illnesses of one (1), two (2), or three (3) days in duration without a doctor's certificate so long as a balance remains in the pool. Sick leave from the short term pool may also be used in the case of bereavement not in the immediate family. (See H.2. for definition of immediate family).
- G. Employees will be entitled to use sick leave from the extended sick leave pool for illness on the fourth (4) work day of continuous absence and thereafter so long as there is a balance of sick leave remaining in the pool.

Extended sick leave can be used beginning with the fourth (4) workday of continuous absence upon receipt of a doctor's certificate of illness indicating the necessity of the absence as well as the estimated date for return to work and with the approval of the department in any of the following instances:

1. Sickness or off duty injury (except in non-University employment) to the employee.
2. Absence for family sickness in the immediate household will only be approved when an employee's presence at home is absolutely essential. The burden of proof will be on the employee as to the essential nature of the absence. When an employee wishes to stay home because of illness in the family that does not qualify under the above section, vacation credit may be used with the department's approval.

H. Use of extended sick leave will not be permitted for the first three (3) continuous working days of absence except in the following circumstances:

1. Hospitalization of the employee,
2. Bereavement in the immediate family, i.e., mother, father, spouse, children, grandparents, brother, sister, brother-in-law, sister-in-law, daughter-in-law, son-in-law, father-in-law, mother-in-law, grandchild, legal guardian, or other person that stands in place of parent. Use of the long term bank shall be no more than five (5) days. Vacation credit may be used for bereavement upon approval of the department when there is no balance remaining in the long term sick leave pool.

The University may allow the retroactive use of unused accrued vacation for the first three (3) days of absence (illness or injury) when the short term sick leave pool is exhausted and only when the extended sick leave pool is in use. The University reserves the right to transfer days from the unused extended sick leave pool to the short term pool in cases of work-related illness or injury.

3. Employees who are treated in a hospital on an out-patient basis for procedures which formerly required admission, may immediately utilize their long term sick leave bank as if they were admitted to a hospital; however, emergency room treatments are excluded from this provision unless the employee is admitted to the hospital immediately following the emergency room treatment. Such

employees will be required to comply with the conditions for eligibility as specified in Paragraph G of Article XVII and may continue to use their long term bank for subsequent absences which are the result of follow-up treatments associated with the initial hospitalization or out-patient service.

4. Absence for family hospitalization as defined in Paragraph G of Article XVII may be reimbursed from the long term bank beginning on the second day of absence. The conditions and the burden of proof remain as stated in Paragraph G.
- I. Any balance of sick leave that remains in the short term sick leave pool at the end of the pay period overlapping two (2) calendar years shall be paid to the employee by the last pay period in February of the new year. Employees may cash in a maximum 100% of six (6) days per year during the designated period. Employees may, upon notification to the University by December 1, transfer the balance of short term sick leave remaining as of the end of the last pay period in the calendar year, to the extended sick leave pool in lieu of payment as provided above or to the short term bank to a maximum accrual of 12 days.

Extended sick leave pool accumulation may be converted to cash upon death or retirement. The conversion shall be one-quarter of a maximum of one hundred-twenty (120) calendar days as provided in current University policy. For employees hired prior to 7/1/77 and who retire or die with 25 years of continuous service or more, the sick leave cash-in will be one-half of a maximum of 120 calendar days.

#### ARTICLE XVIII OTHER LEAVES

##### A. Military

1. An employee ordered for pre-induction physical shall be given time with pay for this purpose by showing his order to his department head. Time taken for periodic physicals for reserve status training is not paid time.
2. Employees who are members of any military reserve component of the armed forces of the United States are entitled to leave of absence without loss of pay for such time as they are in the military service on annual compulsory field training or emergency active duty for periods not to exceed 31 days per calendar year.



Additional field training for which the employee volunteers and receives orders, will not be considered time in pay status. An employee may use accrued but unused vacation time to cover such absences, if approved in advance during bulk signup. Such leave, with or without pay as appropriate, must be granted by the department head after seeing orders from the proper military authorities. Payroll must be furnished a copy of the military orders.

3. An employee who enters military service, must show his supervisor his military orders to active duty. Such employees should keep their money in the retirement system if they expect to return. Any employee who has been employed by the University and enters military service as a draftee, or on first enlistment, is entitled by law to restoration of his job if he reports within 90 days after separation with an honorable release from active duty, or release from hospitalization due to in-service injury or illness continuing after release from active duty for a period of not more than one year. Reservist and National Guardsmen on active duty for initial training for three (3) to six (6) months have 31 days after honorable release from training duty or discharge from hospitalization incidental to training in which to apply for restoration. This restoration must be made within 30 days after the request is filed. An employee other than a former probationary employee shall be restored to his former title and to the salary step that he would have achieved. In any event, return to work shall be consistent with Title 38, Chapter 43 of the United States Code.

An employee who enters military service during his probationary period shall be credited with days worked toward the completion of that probationary period. However, upon return from military service, he/she must complete the probationary period. He shall be restored to his former title, and his salary shall reflect all salary adjustments to his former rate granted during military leave. Upon completion of the probationary period, he will then be advanced to the salary step that he would have achieved according to Section 9 of the Universal Military Training and Service Act.

#### B. Court Appearances

Court leave shall be granted with no loss of pay to an employee for the period he must serve on a jury or appear in any court of the United States, State of Ohio or political subdivisions as a witness on behalf of the University. Such employee shall deposit his jury fee with the University Cashier's Office through the department.

An employee will advise his supervisor of his possible jury duty or official summons at the time of receipt of the notification. Employees will honor any subpoena issued to them, including official notices for workers' compensation, unemployment compensation and Board of Review hearings. Employees subpoenaed to appear in court for reasons other than jury duty or University business are not paid; however, their time off must be charged to compensatory time, if available. If compensatory time is not available, such time off may, at the employees option, be charged to vacation or taken without pay.

An employee who is required to serve as a witness on behalf of the University or juror during his off-duty hours will have their work schedules changed to coincide with the hours of court responsibility.

- C. At the request of a Labor Union official, a leave of absence without pay for no more than a 10 day period should be granted to an employee selected for a union office, employed by the union, or required to attend a union convention, or perform any other function on behalf of the union necessitating a suspension of active employment, providing his supervisor is notified at least 10 working days in advance of the leave. Every effort will be made by the union to give as much advance notice as possible to supervision. If such 10 day notice cannot be given, every effort will be made to release such employees.

A leave of absence for not more than one (1) year without pay will be granted an employee to work in the union office at the request of a union official.

#### ARTICLE XIX HEALTH INSURANCE

- A. All full-time permanent employees are eligible for benefits prescribed and conditioned herein. Employees who hold permanent part-time positions of .8 FTE or more are eligible for Medical Insurance as described in Paragraph B.
- B. Eligible employees may elect only one of the following health insurance plans. The election option is reopened annually during an open enrollment:

- 1. Medical Insurance Plan

A comprehensive 365-day usual, customary and reasonable (UCR) Medical Insurance Plan is available with coverage for the employee, employee plus one dependent, or

employee plus two or more dependents. Eligible family members include spouse and unmarried dependent children to age 25. Diagnostic, emergency care and extended care facility coverages are provided. The insurance provides maternity benefits for female employees, single or family coverage, and for spouse covered under a family plan. The program also includes a \$2 deductible prescription drug plan.

The Major Medical Program provides for 80% UCR reimbursement of covered expenses after the annual individual deductible of \$100 per person (\$200 family) has been satisfied; and recognizes the first \$30 per visit charged for out-of-patient psychiatric services to a \$1,500 annual reimbursement limit. The Major Medical Program has a lifetime maximum of \$1,000,000.

2. Health Maintenance Organization

A Health Maintenance Organization (HMO) is available with coverage for the employee, employee plus one dependent, or employee plus two or more dependents. Eligible family members include spouse and unmarried dependent children to age 25. This program provides comprehensive care and offers participants the benefit of preventive health care and early disease detection.

Members of an HMO may choose a physician from among the doctors in the group and make scheduled appointments to see the doctor. When away from Cincinnati, the HMO will provide equivalent health care coverage for emergency and urgent care.

Application, enrollment and participation in the HMO is the same as that provided by Section B-1 above and as conditioned in Sections 3 and 4.

3. Preferred Provider Organization

Effective March 1, 1989, a Preferred Provider Organization (PPO) is available with coverage for the employee, employee plus one dependent, or employee plus two or more dependents. This program provides comprehensive care, including preventive care as well as the treatment of illness or injury.

When participants receive services from approved doctors and facilities, most services are fully covered (except for those which require small copayments, such as office visits and emergency room treatment.) When participants receive services from non-panel providers, they share in

the cost through deductibles (\$200/person; \$400/family) and copayments (30%), up to the out-of-pocket limit for the plan (\$1,100/person; \$2,200/family, including the deductible.)

The plan includes managed care components such as pre-admission review, second surgical opinion, concurrent review, length of stay controls, managed outpatient surgery, discharge planning and case management.

Application, enrollment and participation in the PPO is the same as that provided by Section 1 above and as conditioned in Sections 5 and 6.

4. Catastrophic Medical Plan

Effective March 1, 1989, a Catastrophic Medical Plan is available with coverage for the employee, employee plus one dependent, or employee plus two or more dependents. This plan is designed to serve as a "back-up" to other coverage the employee may have, such as through a spouse's employer.

After the deductible (\$1,000/person; \$5,000/family), the plan covers eligible expenses at 80%. There is an out-of-pocket maximum of \$5,000/person and \$10,000 per family, including the deductible, after which the plan pays 100% of eligible expenses. The plan contains pre-admission review, second surgical opinion and managed outpatient surgery.

Application, enrollment and participation in the Catastrophic Medical Plan is the same as that provided by Section 1 and as conditioned in Sections 5 and 6.

5. Description of Benefits

The descriptions of benefits contained herein are summaries and are not intended to cover all situations. Questions regarding specific benefit coverage will be controlled by the contract between the University and the appropriate insurance carrier.

6. Plan Participation

- a. Although the application for insurance is completed at the time of appointment, membership in the University of Cincinnati group will not become effective until the first of the month following the completion of four (4) months of continuous full-time service. Effective March 1, 1989 coverage will be effective on the first of the month coincident with or following the date of employment.

- b. An employee returning from layoff, (recall) and/or military service shall be reinstated effective the first of the month following the employee's return.
- c. In accordance with applicable law, an employee must notify the Benefits Division within thirty days of a change in family status in order to change medical plans or level of coverage.
- d. Such changes will be effective as of the date of change in family status.
- e. If an employee is on an authorized non-medical leave without pay, the employee may continue health insurance coverage at the employee's own expense. The employee must request continuation of health insurance benefits through the Benefits Division upon granting of such leaves.
- f. Failure to pay or discontinue payment of premiums will result in termination of coverage.
- g. Employees who terminate coverage and who satisfy any due payments may renew membership on the first of the month following return to work and completion of a new enrollment.
- h. The University will continue health care coverage for employees who are either on a paid leave or medical/disability leave without pay for one year, provided the employee is enrolled in health care at the start of such leave, and provided the employee pays the employee portion of the premium rate.

7. PERC/MSSO

Second Surgical Opinion and Pre-Admission Review has been added to Health Insurance Policy. Bargaining unit members may utilize time from the extended sick leave bank when required to obtain a mandatory second surgical opinion.

8. Health Insurance Plan Premiums

- a. In calendar years 1989 and 1990, the University contribution toward health insurance will cover the full cost of single or family coverage for either the HMO (Option B) or the PPO (Option C). If elected, the difference between the University contribution and the cost of the current plan (Plan A) will be paid by the employee through pre-tax

payroll deductions. In subsequent calendar years, the difference between the University contribution and the cost for the plan elected by the employee will be paid by the employee through pre-tax payroll deductions. Monthly costs for these options, in 1989, (net of the University contribution) are:

Plan	Employee	Employee + 2	
	Employee	+ 1 Depnt.	or More Depnt.
A - Current Plan	\$30	\$60	\$80
B - HMO	0	0	0
C - PPO	0	0	0
D - Catastrophic	\$(20)*	\$(20)*	\$(20)*

\*Cash returned to employee.

- b. The University's maximum monthly contribution for Medical Insurance is as follows:

**Maximum Contributions \***

Calendar Year	<u>U.C.</u>		<u>U.H.</u>	
	<u>Single</u>	<u>Family</u>	<u>Single</u>	<u>Family</u>
1989	\$127.13	\$312.08	\$126.99	\$310.47
1990	139.85	343.28	139.69	341.51
1991	153.83	377.61	153.66	375.66

\* A double rate will be calculated for employee plus one dependent.

- c) The Union and the University have agreed that for calendar year 1991, the third year of this Agreement, covered employees will be required to pay premium costs for any medical insurance option chosen by those employees if the University's maximum monthly contribution is less than the monthly premium rate. The foregoing notwithstanding, should any other University bargaining unit or other group of University employees achieve any assurance or guarantee from the University regarding employee contributions for medical insurance premiums which extends beyond a 24 month period of medical coverage, counting from the date of the new benefits plan, the Union may elect to have the same assurance or guarantee extended to its members for a comparable period of time.

9. Dental, Hearing, Vision and Life Insurance

Coverage for dental, hearing, vision and life insurance will be provided through the Ohio AFSCME Health and Welfare Fund at a monthly cost of \$27/month. This contribution will be paid by the University and will be fixed for the life of this agreement.

10. Flexible Spending Accounts

- a. Effective March 1, 1989 and in accordance with applicable law, employees may make pre-tax contributions to either or both of two flexible spending accounts:
  1. The Health Care Account, which provides reimbursement of health care expenses not covered by medical and/or dental coverage; and
  2. The Dependent Care Account, which provides reimbursement of child and other dependent care expenses.
- b. Participants shall elect contribution(s) to the account(s) during the annual enrollment period and may not change their contributions unless they have a change in family status.

ARTICLE XX  
PENSION PLAN

- A. Membership in the City of Cincinnati Retirement or Public Employees Retirement System is required of all full-time permanent employees covered by this Agreement.
- B. A payroll deduction, as determined by the appropriate retirement system, is deducted from each paycheck. The money is placed in a special fund and will be returned, upon application, if the employee is separated from service.
- C. Details regarding the City Retirement System plan or Public Employees Retirement System are available in booklet form and may be secured from the Personnel Office or a Labor Union Business Agent.

ARTICLE XXI  
WAGES

This Article on wages is the sole source of rights and obligations of the parties to this contract in these matters. Furthermore, the following language is intended to supersede all provisions applicable to public employees in the Ohio Revised Code and/or the Rules of the Ohio Department of Administrative Services relative to wages. Employees will be paid in accordance with the classification and pay plan set forth in this Agreement.

- A. It is the responsibility of the University to establish and maintain a system of classification specifications and concurrent wage and salary programs for the positions covered by this Agreement. Classification specifications will be prepared for each position covered by this Agreement, and these specifications will be maintained and updated as required by the University. Positions covered by this Agreement will be classified in specifications in accordance with normal and accepted practices of job classification. Positions will be assigned to appropriate wage ranges in accordance with the position classification. All current authorized bargaining unit classifications are found in Appendix I.
- B. A general wage increase of 5% will be effective on October 22, 1988.
- Effective on 10/22/89, all employees will receive a general salary increase of 4% over the base rates in effect at that time.
- Effective on 10/22/90, all employees will receive a general salary increase of 4% over the base rates in effect at that time.
- Step increases for employees hired before 2/1/88 will be frozen from 12/1/88 until 10/22/90.
- C. Employees who are temporarily assigned to work in a higher level position for a continuous period of at least two (2) weeks but no more than six (6) months in any one (1) year period, are entitled to an hourly pay adjustment of 4% or the next highest rate in the higher classification, whichever is greater. Employees are eligible to receive this adjustment only for those hours actually worked in the higher classification.



## Classification Grievances

1. An employee who believes he is not properly classified or who believes he is working outside his classification should discuss the matter with his supervisor. If an agreement is not reached, the employee may submit a request for a study to University Personnel. Such request shall specify where his work assignment or job description is allegedly in error.
  2. A representative of the Personnel Department will contact the employee and his supervisor to discuss the job assignments and work being performed by the employee. The representative of the Personnel Department shall make every attempt to schedule and render a written decision to the employee and the supervisor concerning the proper classification of the employee within 30 days of receipt of the written request.
  3. A final appeal of this decision shall be initiated at Step 2 of the Grievance Procedure.
- D. Employees who are rehired after discharge or resignation will be paid at the hourly rate which they earned upon termination if they are reinstated within one year of discharge or resignation. Otherwise, employees rehired after discharge or resignation will be considered as new employees for the purpose of determining pay. Employees who are returned to work after layoff may be restored to the relative pay held at the time of layoff.
- E. The probationary period shall be six (6) months in duration from the date of appointment in each classification.
- F. When because of physical or other disability an employee is unable to perform the duties of this position, but is qualified for service in another classification, he may be reassigned to another classification at the same rate of pay if the new classification contains such a rate of pay; otherwise, at the next lower rate of pay than his current compensation. If an employee desires, he may continue to pay his retirement contribution on the basis of his higher previous salary, and, upon retirement, receive credit for that salary if permitted by the appropriate retirement system.
- G. Step-Up Procedures
1. Beginning on the first day of the pay period within which the employee completes the prescribed probationary period

in the individual's classification at the University, the employee shall receive an automatic increase to the next higher step within the pay for that classification.

2. Times spent on leave of absence without pay shall not be counted as part of the probationary period.
3. After completion of the probationary period, an increase to the next higher step shall be provided annually on the anniversary date of completion of the probationary period. This increase shall be made annually until the maximum step of the pay range is reached.
  - a. Step advancement shall become effective the first day of the pay period within which the employee attains one (1) year of service from the date of the probationary increase.
  - b. The date of step advancement will not be affected by demotion, reduction, transfer or reclassification.
  - c. The pay range may change in the instance of demotion, reduction or reclassification.
  - d. Time spent on authorized leave of absence shall be counted toward the annual increase.

#### H. Longevity Pay

Beginning on the first day of the pay period within which the employee completes five (5) years of total service with the State Government or any of its political subdivisions, each employee in positions paid under salary schedules A and B of Appendix III shall receive an automatic salary adjustment equivalent to two and one-half percent (2 1/2%) of the classification salary base, to the nearest whole cent. Each employee shall receive thereafter an annual adjustment equivalent to one-half (1/2) of one percent of his classification salary base, to the nearest whole cent, for each additional year of qualified employment until a maximum of 10 percent of the employee's classification salary base is reached. The granting of longevity adjustments shall not be affected by promotion, demotion, or other changes in classification held by the employee, nor by any change in pay range for his class. Longevity pay adjustments shall become effective at the beginning of the pay period within which the employee completes the necessary length of service. Time spent on authorized leave of absence shall be counted for this purpose. Only employees hired prior to February 2, 1988 are eligible for longevity pay.

- I. It is agreed that the wages, hours or working conditions as expressed in this Agreement will not be reduced.
- J. The University shall make all original appointments at Step 1 of the classification pay range. If it becomes necessary to implement advance step hiring, the University Personnel office reserves the right to identify market sensitive classifications which, if implemented, shall be adjusted for all bargaining unit members in the affected classification.

ARTICLE XXII  
HEALTH AND SAFETY

- A. It is the policy of the University to provide an environment for education, work, patient care and research which meets or exceeds applicable federal, state and local standards. The University will also adhere to practices which meet or exceed applicable federal, state and local standards for the prevention of damage of the off-campus environment. These practices will include procedures relating to emissions by air, liquid-carried wastes, solid waste disposal, by sonic or electromagnetic radiation.

Equipment specifications, work practice standards and design principles have been and will continue to be adopted by the University to effectuate this policy. Members of the University community shall be responsible for following practices designed to minimize risk and thereby avoid harmful exposure to chemicals, biological or radiological substances, or physical, or mechanical hazards.

It is the policy of the University to require that all members of the University community are to use facilities and equipment in prescribed manners so as to avoid injury and health damage to themselves or others. All members of the University community share in the duty to call observed potential hazards to the attention of appropriate individuals and to specify methods known to them which will eliminate, or reduce to an acceptable level, those potential hazards.

It is the policy of the University to require that all members of the University community are to use facilities and equipment in prescribed manners so as to avoid injury and health damage to themselves or others. All members of the University community share in the duty to call observed potential hazards to the attention of appropriate individuals and to specify methods known to them which will eliminate, or reduce to an acceptable level, those potential hazards.

It is the responsibility of each member of the University community, through designated safety and health staff, to assist all parties in maintaining safe and healthful conditions at the University.

- B. The foreman or supervisor must correct unsafe conditions promptly. He must see that all safety rules and good working methods are used by all employees. It is the duty of all employees to use the safety equipment provided by their supervisor and to follow all the safety rules and safe working methods recommended for their safety.
- C. In the event of an on-the-job injury, the immediate supervisor must seek prompt medical attention, prepare an injury report and forward the report to the Personnel office. The University physician will estimate necessary time off and report to the Personnel office.
- D. If an employee incurs medical expenses or loses work time as a result of a work-related injury and wishes to file a workers' compensation claim, he should contact Employee and Labor Relations for obtaining the appropriate claim application form(s). After completing the form, the employee returns it to the Employee/Labor Relations office. Upon the request of the employee, a copy of the completed claim application form will be provided to the union.
- E. In the interest of the employee, University, and/or public welfare, supervisors may schedule employee medical examinations as necessary to discharge organizational requirements. Close coordination with union leadership will be effected in taking such action.
- F. The University shall pay \$50 towards the purchase of safety shoes where their use is required by management based on the recommendation of the appropriate Safety Committee.

ARTICLE XXIII  
GENERAL

- A. All employees may become members of the CINCO Federal Credit Union. Information concerning CINCO may be obtained through the Benefits Division of University Personnel.
- B. Tuition Remission Benefits (for courses taken at the University of Cincinnati):
  - 1. Full-time employees
    - a. Remission of an amount up to the cost of six (6) regular credit hours per quarter.

- b. Full remission may be granted for all courses taken within the limits imposed by the department head, dean, or vice president for those individuals working on a clearly-defined degree program.

2. Part-time employees

Remission of an amount up to the cost of three (3) regular credit hours per quarter. This category includes those individuals who are employed on a less than full-time status and who receive regular compensation for their services.

3. Families

a. Families of full-time employees

- 1. Full remission for the employee's spouse
- 2. Remission of instructional fee and non-resident surcharge in the following cases:
  - (i) Unmarried dependent sons and daughters
  - (ii) Spouses and unmarried dependent sons and daughters of former employees who died while in the active service of the University
  - (iii) Spouses and unmarried dependent sons and daughters of former employees who retired and received a retirement annuity or became completely disabled while in the service of the University.
- 3. Children eligible in Paragraph 3,a,2, above will also receive remission of 25 percent of the cost of private music lessons taken for credit as electives.
- 4. Remission of one-half of the instructional fee upon acceptance at the Arlitt Child Development Center for sons and daughters of full-time employees.
- 5. Day care facilities are available to bargaining unit members through U-Kids and U.C. Child Care Center. Information can be obtained directly from these facilities.

- C. Bulletin boards will be available as agreed upon for posting of union notices.

- D. Contracting of Work: It is recognized that the University of Cincinnati has statutory and charter rights and obligations in contracting for matters relating to its operations. The right of contracting or subcontracting is vested in the University. The exercise of the university contracting or subcontracting rights includes essential public needs where it is uneconomical for University employees to perform said work. The University agrees that it will not lay off employees who have completed their probationary periods and have bargaining unit status because of the exercise of its contracting and subcontracting rights. It shall not be considered a lay-off if the employee is transferred or given other duties at the same pay. If the University anticipates contracting work or services which may have an impact on bargaining unit employees, a meeting will be held with the union for the purpose of discussing such contract.
- E. The University agrees to save the union harmless of any Civil Rights charges concerning the validity of employment tests administered.
- F. All Licensed Practical Nurses and Hoxworth Blood Center Phlebotomists shall be eligible to attend, without loss of pay and when feasible, at the expense of the University, meetings or seminars which are approved by the University as being of benefit to the University and to the educational development of the Licensed Practical Nurses and Hoxworth Blood Center Phlebotomists involved. The number of employees who are authorized to attend any said seminar or meeting will be determined by the University and will be contingent upon patient care and staffing requirements at the time. The Nursing Department will sponsor accredited continuing education programs that Licensed Practical Nurses and Hoxworth Blood Center Phlebotomists may attend.
- G. The University will maintain a professional liability program which covers licensed practical nurses while performing duties assigned by the University Hospital for which they are paid by the Hospital. In addition, the Hoxworth Blood Center will maintain professional liability insurance covering Phlebotomists while performing duties assigned and paid for by the Hoxworth Blood Center.
- H. Uniforms: The University will launder University-provided uniforms worn by those employees within the Department of Facilities Management, Office of Residence Life, University Hospital and Christian R. Holmes Division.

Employees will be provided a minimum of five (5) uniforms per year to accommodate seasonal needs where appropriate. Uniforms must be neat in appearance and may not be worn other than during work time.

If a uniform is damaged due to non-job related activities, the employee will pay for replacing the uniform.

- I. A labor management committee shall be established, which shall meet on a monthly basis to discuss matters of mutual interest of the University and the employees covered by this agreement, and consisting of eight (8) members, half of which shall be appointed by the University and half by the union. University representation shall include safety officers from Campus and the Hospital. Each party may invite additional personnel if their input is germane to the agenda. An agenda shall be prepared for the meeting. It is understood by the parties that grievances are not a proper subject for discussion in labor management meetings. Minutes of the meetings shall be kept and distributed to all committee members.
- J. A copy of the University Personnel Policies and Procedures Manual as applicable to the bargaining unit will be provided to the union.
- K. The University, through the Office of Campus Calendar, shall make available to the union, its facilities for the purpose of meetings and seminars at no cost to the union. The use of these facilities shall be in compliance with the University's Policies on Solicitation.
- L. The University shall endeavor to notify the union president when there are major operational changes that may impact upon employees' working conditions.
- M. The University will permit employees working overtime as a result of a snow emergency to utilize vacation time or compensatory time off during their regularly scheduled shift provided the emergency is under control.
- N. Except for the purpose of recognition as defined in Article II of this agreement, the definition of Intermittent Employee, Part-time Employee, Permanent Employee, Seasonal Employee and Temporary Employee, will be that contained in the glossary of the Policies and Procedures Manual of the University.

ARTICLE XXIV  
HOXWORTH BLOOD CENTER

Section 1, Recognition - Pursuant to the State Employment Relations Board's Certification of Election results of exclusive representative on May 14, 1987, the University of Cincinnati recognizes AFSCME as the sole and exclusive representative of its employees in the unit described as follows: Phlebotomists and Phlebotomy Specialists and all other Hoxworth classifications previously included in the AFSCME bargaining unit.

All provisions of this collective bargaining agreement shall apply to Hoxworth Blood Center members of the bargaining unit, except as specific sections of this agreement have been modified in this Article XXIII solely with respect to Hoxworth Blood Center employees.

Section 2, Hours

- a) The normal work schedule will be 40 working hours for a seven (7) day period starting at 12:01 a.m. each Sunday. The pattern of scheduling and assigning work including shift rotation, weekend rotation and holiday rotation, shall be determined by the Blood Center. Any shift scheduled to end by 6:00 p.m. will be considered a day shift. Any shift scheduled to end by 12:00 midnight will be considered an afternoon shift. Any shift scheduled to end by 1:30 p.m. will be considered a night shift. Hoxworth employees will not be assigned to more than two (2) different shifts in a one (1) week period, for example, days and afternoons, days and nights, or afternoons and nights.
- b) The Blood Center will not schedule employees to work with less than 12 hours between shifts. This section does not apply to callbacks or situations where the employee requests such a schedule.

Section 3 - Sick Leave

- a) Nursing employees at the Hoxworth Blood Center must notify the Nursing Office two (2) hours before the beginning of any shift of any sick absence in order to receive sick pay. Employees calling in sick should first attempt to reach the person "on-call" by telephone. If no contact is made, the person "on-call" should be paged.



- b) Intermittent nursing employees at the Blood Center may receive sick pay for illnesses which occur on the job or by making a call-off to the appropriate supervisor two (2) hours prior to the beginning of the scheduled shift.

#### Section 4

- a) All full-time Phlebotomists and Phlebotomy Specialists employed at the Hoxworth Blood Center will receive a one-time lump sum payment of \$131.25 in their first paycheck after July 1, 1988. Part-time Phlebotomists and Phlebotomy Specialists in the bargaining unit will be paid a lump sum proportional to their FTE. Payment will be based upon the FTE of the bargaining unit members on July 1, 1988.
- b) It is agreed that the sick time provisions of Article XVII will not apply to Phlebotomists and Phlebotomy Specialists at the Hoxworth Blood Center until the beginning of the first full pay period after July 1, 1988. At this time, all remaining sick leave credit will be transferred to the extended sick leave bank of each bargaining unit member and each bargaining unit member will be credited with three (3) days to his/her short-term sick leave bank.

#### Section 5 - Filling of Vacancies

Openings in all Phlebotomist and Phlebotomy Specialist job classifications covered by this agreement will be posted one calendar week before being permanently filled. The Hoxworth Blood Center retains the right to post all openings for Phlebotomists and Phlebotomy Specialists to the general public simultaneous with postings internal to the University. Such openings shall be filled on the basis of ability to do the work. The term ability as used herein shall include physical capabilities, mental skills, education, experience, prior performance, efficiency, and certification or licensing requirements.

#### ARTICLE XXV SAVINGS CLAUSE

If any Article or Section of the Agreement or any addition thereto would be held invalid by operation of law or by any tribunal of competent jurisdiction, or if compliance with or enforcement of any Article or Section should be restrained by such tribunal, the remainder of this Agreement and addenda shall not be affected thereby, and the parties shall enter into immediate collective bargaining negotiations for the purpose of arriving at a mutually satisfactory replacement for such Article or Section.

ARTICLE XXVI  
EMERGENCY WAIVER CLAUSE

In cases of circumstances beyond the control of the University, such as an Act of God, war, flood, civil disaster, and other similar acts, affected portions of this Agreement will be automatically amended accordingly. In addition, and notwithstanding other Articles of this Agreement, Management reserves the right, during any such emergency, to assign or lay off employees to work without regard to their employment classification. Such assignments or layoffs may be subject to the grievance procedure upon termination of the emergency.

ARTICLE XXVII  
TERMINATION OF AGREEMENT

- A. This Agreement shall be effective October 22, 1988, and shall continue in effect until October 22, 1991, and thereafter from year to year unless either party gives 60 days written notice prior to expiration or any yearly anniversary date thereafter, to terminate this Agreement; provided, that should any applicable change be made in State Law that would be contrary to any provisions herein, that provision would be automatically affected accordingly.

**APPENDIX I  
UNIVERSITY HOSPITAL**

	<u>Grade</u>
Account Clerk II	88
Account Clerk I	85
Activities Aide	85
Ambulance Operator II	89
Ambulance Operator I	87
Anatomy Assistant	11
Air Quality Technician II	93
Air Quality Technician I	91
Assistant Air Quality Technician	87
Asst. Supervisor, Lab CPA	88
Cashier II	87
Cashier I	83
Chemical Storekeeper II	94
Chemical Storekeeper I	88
Chemical Stores Clerk	85
Claims Specialist	95
Claims Examiner IV	94
Claims Examiner III	92
Claims Examiner II	90
Claims Examiner I	88
Claims Assistant	85
Clerical Supervisor	88
Clerical Specialist	86
Clerk II	83
Clerk I	81
Cook II	87
Cook I	83
Custodial Work Supervisor	85
Custodial Worker	81
Data Entry Operator III	86
Data Entry Operator II	85
Data Entry Operator I	83
Data Processor III	86
Data Processor II	85
Data Processor I	83

# Appendix I, U.H.

Delivery Worker II	87
Delivery Worker I	85
Dental Assistant III	92
Dental Assistant II	88
Dental Assistant I	84
Dietary Storekeeper	86
Dietary Stores Clerk	83
Dietary Tray Passer	81
Electronic Technician II	92
Electronic Technician I	90
Equipment Technician, Resp.Care	86
Fabric Worker II	85
Fabric Worker I	83
Food Service Worker	80
Groundskeeper III	89
Groundskeeper II	87
Groundskeeper I	85
Hospital Patient Accounts Tech	88
Hospital Lab Tech II	86
Hospital Lab Tech I	84
Hospital Aide	85
Hospital Transporter	85
Inventory Control Specialist	88
Lab Animal Aide	81
Sr. Laboratory Clerk	86
Laboratory Clerk	83
Laboratory Technician II	86
Laboratory Technician I	84
Laundry Supervisor	87
Sr. Laundry Worker	83
Laundry Worker	80
LPN (without MEDS)	77
LPN (with MEDS)	77
Locksmith II	93
Locksmith I	91
Assistant Locksmith	87

# Appendix I, U.H.

Machinist II	93
Machinist I	91
Assistant Machinist	87
Mail Service Worker	85
Mail Clerk Messenger	83
Maintenance Repair Worker III	91
Maintenance Repair Worker II	87
Maintenance Repair Worker I	85
Medical Center Telephone Oper. II	89
Medical Center Telephone Oper. I	87
Medical Records Specialist	86
Medical Records Clerk	83
Messenger	81
Morgue Attendant	86
Mover II	87
Mover I	85
Nursing Associate	87
Nutritionist Aide	85
Office Machine Operator III	86
Office Machine Operator II	85
Office Machine Operator I	81
Parking Facility Attendant	83
Patient Relations Office Specialist	86
Patient Information Clerk	83
Payroll Clerk	88
Interim Pharmacist	95
Pharmacy Attendant	87
Physical Therapy Aide	87
Physical Therapy Assistant (Unclassified)	10
Press Operator	93
Printing Coordinator II	95
Printing Coordinator I	94

# Appendix I, U.H.

Printing Machine Operator III	93
Printing Machine Operator II	89
Printing Machine Operator I	87
Appendix I, U.H.	
Printing Technician II	93
Printing Technician I	89
Receptionist	83
Safety Aid	83
Sheet Metal Worker II	93
Sheet Metal Worker I	91
Sign Worker II	87
Sign Worker I	85
Statistics Clerk	88
Storekeeper III	92
Storekeeper II	90
Storekeeper I	86
Stores Clerk	83
Telephone Operator II	85
Telephone Operator I	83
Therapeutic Program Worker	87
Therapy Aide	87
Timekeeping Technician	86
Typist II	85
Typist I	83
Unit Clerk - Inpatient	86
Unit Clerk - Outpatient	86
Vehicle Operator II	89
Vehicle Operator I	85
X-Ray Developer	82

**APPENDIX I**  
**UNIVERSITY OF CINCINNATI**  
(Excluding employees paid by the University Hospital  
and the Holmes Division)

	<u>Grade</u>
Air Quality Technician II (General Maintenance)	93
Air Quality Technician I (General Maintenance)	91
Assistant Air Quality Technician (General Maintenance)	87
Air Quality Technician II (Heat & Refrigeration)	93
Air Quality Technician I (Heat & Refrigeration)	91
Assistant Air Quality Technician (Heat & Refrigeration)	87
Ambulance Operator II	89
Ambulance Operator I	87
Auto Mechanic II	93
Auto Mechanic I	91
Automotive Service Worker	81
Blood Center Phlebotomist	77
Bowling Lane Technician II	93
Bowling Lane Technician I	91
Building Maintenance Supt. I (Air Quality Technician)	94
Building Maintenance Supt. I (Electrician)	94
Building Maintenance Supt. I (General Maintenance)	94
Building Maintenance Supt. I (Emergency Maintenance)	94
Cashier Supervisor	90
Cashier II	87
Cashier I	83
Custodial Worker	81
Delivery Worker II	87
Delivery Worker I	85
Electrician II	93
Electrician I	91
Assistant Electrician	87
Elevator Mechanic II	93
Elevator Mechanic I	91

# Appendix I, U.C.

Electronic Technician I	90
Equipment Operator II	89
Equipment Operator I	87
Groundskeeper III	89
Groundskeeper II	87
Groundskeeper I	85
Laboratory Animal Technician II	86
Laboratory Animal Technician I	82
Laboratory Animal Aide	81
Labor Crew Leader	85
Laborer	81
Locksmith II	93
Locksmith I	91
Assistant Locksmith	87
Mail Service Worker	85
Mail Clerk Messenger	83
Maintenance Repair Worker III	91
Maintenance Repair Worker II	87
Maintenance Repair Worker I	85
Messenger	81
Morgue Supervisor (Embalmer)	90
Morgue Attendant	86
Moving Supervisor	91
(Truck Driver LD/SA)	
Mover II	87
Mover I	85
Nutrition Lab Assistant	86
Parking Facility Attendant	83
Sign Worker II	87
Sign Worker I	85
Storekeeper III	92
Storekeeper II	90
Storekeeper I	86
Stores/Transportation Worker	86
Vehicle Operator II	89
Vehicle Operator I	85



**APPENDIX I  
HOLMES DIVISION**

(Includes only employees geographically located at Holmes)

	<u>Grade</u>
Air Quality Technician II	93
Air Quality Technician I	91
Ambulance Operator II	89
Ambulance Operator I	87
Baker II	89
Baker I	85
Cook II	87
Cook I	83
Custodial Work Supervisor	85
Custodial Worker	81
Sr. Fabric Worker	85
Fabric Worker	83
Food Service Worker	80
Groundskeeper III	89
Groundskeeper II	87
Groundskeeper I	85
Hospital Aide	85
Inventory Control Specialist	88
Laborer	81
Maintenance Repair Worker III	91
Maintenance Repair Worker II	87
Maintenance Repair Worker I	85
Medical Center Telephone Oper. I	87
Nursing Associate	87
Operating Room Technician (Unclassified)	09
Parking Facility Attendant	83
Physical Therapy Aide	87

Appendix I, Holmes

Storekeeper III	92
Storekeeper II	90
Storekeeper I	86
Stores Clerk	83
Telephone Operator I (Centrex)	83
Therapy Aide	87
X-Ray Developer	82

APPENDIX II

AFSCME, OHIO COUNCIL #8  
AUTHORIZATION FOR  
PAYROLL DEDUCTION OF UNION DUES

Name (Print) \_\_\_\_\_

Social Security No. \_\_\_\_\_ Dept. \_\_\_\_\_

Effective \_\_\_\_\_, I hereby authorize the University of Cincinnati, Ohio, to deduct from my earnings such sums as the District Council 8, AFSCME, AFL-CIO, may certify as due and owing from me as membership dues in such union, and to pay such sum to said District Council 8. Upon notification by the union in writing that the monthly dues have been changed, the University is authorized to change my deduction accordingly.

This authorization is irrevocable for a period of one (1) year from the first (1st) of August preceding the date of delivery hereof to the University or, until the termination of my employment, whichever occurs sooner; and this authorization shall be automatically renewed each first (1st) of August thereafter and shall be irrevocable for said periods of one (1) year unless written notice is given to the University within the first 20 days of July.

Date: \_\_\_\_\_ Employee's Signature: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

## APPENDIX III

## SCHEDULE A - 1988

(For Employees Hired Prior to February 2, 1988)

<u>PAY RANGE</u>	<u>RATE TYPE</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
80	Hourly	6.32	6.52	6.73	6.94	7.16	
81	Hourly	6.63	6.83	7.06	7.30	7.54	
83	Hourly	6.94	7.16	7.41	7.67	7.94	
85	Hourly	7.30	7.54	7.79	8.07	8.35	
87	Hourly	7.67	7.94	8.21	8.49	8.72	
89	Hourly	8.07	8.35	8.61	8.84	9.12	
91	Hourly	8.49	8.72	8.99	9.27	9.59	9.94
93	Hourly	8.99	9.27	9.59	9.94	10.33	10.75

## APPENDIX III

## SCHEDULE B - 1988

(For Employees Hired Prior to February 2, 1988)

<u>PAY RANGE</u>	<u>RATE TYPE</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>
82	Hourly	6.73	6.94	7.16	7.41	7.67	7.94	
84	Hourly	7.06	7.30	7.54	7.79	8.07	8.35	
86	Hourly	7.41	7.67	7.94	8.21	8.49	8.72	
88	Hourly	7.79	8.07	8.35	8.61	8.84	9.12	
90	Hourly	8.21	8.49	8.72	8.99	9.27	9.59	9.94
92	Hourly	8.72	8.99	9.27	9.59	9.94	10.33	10.75
94	Hourly	9.27	9.59	9.94	10.33	10.75	11.27	11.76
95	Hourly	9.94	10.33	10.75	11.27	11.76	12.30	12.90

## SCHEDULE C - 1988

77	Hourly	7.00	7.13	7.29	8.63			
77 Meds	Hourly	7.77	8.09	9.26	9.66	10.03	10.42	

## SCHEDULE D - 1988

09	Hourly	6.66	7.30	7.92	8.53	9.16	9.78	10.42
10	Hourly	7.07	7.72	8.40	9.05	9.72	10.38	11.04
11	Hourly	7.32	7.90	8.47	9.05	9.52	10.21	10.66

LONGEVITY PAY GUIDE  
TABLE OF LONGEVITY SUPPLEMENTS  
FOR EMPLOYEES HIRED PRIOR TO FEBRUARY 2, 1988  
(Effective 10/22/88)

PAY RANGE	BASE RATE	Y E A R S O F S E R V I C E																	
		5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20		
<u>1988</u>																			
80	6.32	.16	.19	.22	.25	.28	.32	.35	.38	.41	.44	.47	.51	.54	.57	.60	.63		
81	6.63	.17	.20	.23	.27	.30	.33	.36	.40	.43	.46	.50	.53	.56	.60	.63	.66		
83	6.94	.17	.21	.24	.28	.31	.35	.38	.42	.45	.49	.52	.56	.59	.62	.66	.69		
85	7.30	.18	.22	.26	.29	.33	.37	.40	.44	.47	.51	.55	.58	.62	.66	.69	.73		
87	7.67	.19	.23	.27	.31	.35	.38	.42	.46	.50	.54	.58	.61	.65	.69	.73	.77		
89	8.07	.20	.24	.28	.32	.36	.40	.44	.48	.52	.56	.61	.65	.69	.73	.77	.81		
91	8.49	.21	.25	.30	.34	.38	.42	.47	.51	.55	.59	.64	.68	.72	.76	.81	.85		
93	8.99	.22	.27	.31	.36	.40	.45	.49	.54	.58	.63	.67	.72	.76	.81	.85	.90		
82	6.73	.17	.20	.24	.27	.30	.34	.37	.40	.44	.47	.50	.54	.57	.61	.64	.67		
84	7.06	.18	.21	.25	.28	.32	.35	.39	.42	.46	.49	.53	.56	.60	.64	.67	.71		
86	7.41	.19	.22	.26	.30	.33	.37	.41	.44	.48	.52	.56	.59	.63	.67	.70	.74		
88	7.79	.19	.23	.27	.31	.35	.39	.43	.47	.51	.55	.58	.62	.66	.70	.74	.78		
90	8.21	.21	.25	.29	.33	.37	.41	.45	.49	.53	.57	.62	.66	.70	.74	.78	.82		
92	8.72	.22	.26	.31	.35	.39	.44	.48	.53	.57	.61	.65	.70	.74	.78	.83	.87		
94	9.27	.23	.28	.32	.37	.42	.46	.51	.56	.60	.65	.70	.74	.79	.83	.88	.93		
95	9.94	.25	.30	.35	.40	.45	.50	.55	.60	.65	.70	.75	.80	.84	.89	.94	.99		

# APPENDIX III

## SCHEDULE A - 1989

(For Employees Hired Prior to February 2, 1988)

<u>PAY RANGE</u>	<u>RATE TYPE</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>
80	Hourly	6.57	6.78	7.00	7.22	7.45		
81	Hourly	6.90	7.10	7.34	7.59	7.84		
83	Hourly	7.22	7.45	7.71	7.98	8.26		
85	Hourly	7.59	7.84	8.10	8.39	8.68		
87	Hourly	7.98	8.26	8.54	8.83	9.07		
89	Hourly	8.39	8.68	8.95	9.19	9.48		
91	Hourly	8.83	9.07	9.35	9.64	9.97	10.34	
93	hourly	9.35	9.64	9.97	10.34	10.74	11.18	

# APPENDIX III

## SCHEDULE B - 1989

(For Employees Hired Prior to February 2, 1988)

<u>PAY RANGE</u>	<u>RATE TYPE</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>
82	Hourly	7.00	7.22	7.45	7.71	7.98	8.26	
84	Hourly	7.34	7.59	7.84	8.10	8.39	8.68	
86	Hourly	7.71	7.98	8.26	8.54	8.83	9.07	
88	Hourly	8.10	8.39	8.68	8.95	9.19	9.48	
90	Hourly	8.54	8.83	9.07	9.35	9.64	9.87	10.34
92	Hourly	9.07	9.35	9.64	9.97	10.34	10.74	11.18
94	Hourly	9.64	9.97	10.34	10.74	11.18	11.72	12.23
95	Hourly	10.34	10.74	11.18	11.72	12.23	12.79	13.42

## SCHEDULE C - 1989

77	Hourly	7.28	7.42	7.58	8.98			
77 Meds	Hourly	8.08	8.41	9.63	10.05	10.43	10.84	

## SCHEDULE D - 1989

09	Hourly	6.93	7.59	8.24	8.87	9.53	10.17	10.84
10	Hourly	7.35	8.03	8.74	9.41	10.11	10.80	11.48
11	Hourly	7.61	8.22	8.81	9.41	9.90	10.62	11.09



LONGEVITY PAY GUIDE  
TABLE OF LONGEVITY SUPPLEMENTS  
FOR EMPLOYEES HIRED PRIOR TO FEBRUARY 2, 1988  
(Effective 10/22/89)

PAY RANGE	BASE RATE	Y E A R S   O F   S E R V I C E																	
		5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20		
<u>1989</u>																			
80	6.57	.16	.20	.23	.26	.30	.33	.36	.39	.43	.46	.49	.53	.56	.59	.62	.6		
81	6.90	.17	.21	.24	.28	.31	.35	.38	.41	.45	.48	.52	.55	.59	.62	.66	.6		
83	7.22	.18	.22	.25	.29	.32	.36	.40	.43	.47	.51	.54	.58	.61	.65	.69	.7		
85	7.59	.19	.23	.27	.30	.34	.38	.42	.46	.49	.53	.57	.61	.65	.68	.72	.7		
87	7.98	.20	.24	.28	.32	.36	.40	.44	.48	.52	.56	.60	.64	.68	.72	.76	.8		
89	8.39	.21	.25	.29	.34	.38	.42	.46	.50	.55	.59	.63	.67	.71	.76	.80	.8		
91	8.83	.22	.26	.31	.35	.40	.44	.49	.53	.57	.62	.66	.71	.75	.79	.84	.8		
93	9.35	.23	.28	.33	.37	.42	.47	.51	.56	.61	.65	.70	.75	.79	.84	.89	.9		
<hr/>																			
82	7.00	.18	.21	.25	.28	.32	.35	.39	.42	.46	.49	.53	.56	.60	.63	.67	.7		
84	7.34	.18	.22	.26	.29	.33	.37	.40	.44	.48	.51	.55	.59	.62	.66	.70	.7		
86	7.71	.19	.23	.27	.31	.35	.39	.42	.46	.50	.54	.58	.62	.66	.69	.73	.7		
88	8.10	.20	.24	.28	.32	.36	.41	.45	.49	.53	.57	.61	.65	.69	.73	.77	.8		
90	8.54	.21	.26	.30	.34	.38	.43	.47	.51	.56	.60	.64	.68	.73	.77	.81	.8		
92	9.07	.23	.27	.32	.36	.41	.45	.50	.54	.59	.63	.68	.73	.77	.82	.86	.9		
94	9.64	.24	.29	.34	.39	.43	.48	.53	.58	.63	.67	.72	.77	.82	.87	.92	.9		
95	10.34	.26	.31	.36	.41	.47	.52	.57	.62	.67	.72	.78	.83	.88	.93	.98	1.		

# APPENDIX III

## SCHEDULE A - 1990

(For Employees Hired Prior to February 2, 1988)

<u>PAY RANGE</u>	<u>RATE TYPE</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>
80	Hourly	6.83	7.05	7.28	7.51	7.75		
81	Hourly	7.18	7.38	7.63	7.89	8.15		
83	Hourly	7.51	7.75	8.02	8.30	8.59		
85	Hourly	7.89	8.15	8.42	8.73	9.03		
87	Hourly	8.30	8.59	8.88	9.18	9.43		
89	Hourly	8.73	9.03	9.31	9.56	9.86		
91	Hourly	9.18	9.43	9.72	10.03	10.37	10.75	
93	Hourly	9.72	10.03	10.37	10.75	11.17	11.63	

## APPENDIX III

## SCHEDULE B - 1990

(For Employees Hired Prior to February 2, 1988)

<u>PAY RANGE</u>	<u>RATE TYPE</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>
82	Hourly	7.28	7.51	7.75	8.02	8.30	8.59	
84	Hourly	7.63	7.89	8.15	8.42	8.73	9.03	
86	Hourly	8.02	8.30	8.59	8.88	9.18	9.43	
88	Hourly	8.42	8.73	9.03	9.31	9.56	9.86	
90	Hourly	8.88	9.18	9.43	9.72	10.03	10.37	10.75
92	Hourly	9.43	9.72	10.03	10.37	10.75	11.17	11.63
94	Hourly	10.03	10.37	10.75	11.17	11.63	12.19	12.72
95	Hourly	10.75	11.17	11.63	12.19	12.72	13.30	13.96

## SCHEDULE C - 1990

77	Hourly	7.57	7.72	7.88	9.34			
77 Meds	Hourly	8.40	8.75	10.05	10.45	10.85	11.27	

## SCHEDULE D - 1990

09	Hourly	7.21	7.89	8.57	9.22	10.58	11.27	
10	Hourly	7.64	8.35	9.09	9.79	10.51	11.23	11.94
11	Hourly	7.92	8.54	9.16	9.79	10.30	11.04	11.53

LONGEVITY PAY GUIDE  
TABLE OF LONGEVITY SUPPLEMENTS  
FOR EMPLOYEES HIRED PRIOR TO FEBRUARY 2, 1988  
(Effective 10/22/90)

		YEARS OF SERVICE																	
BASE RATE	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20			
6.83	.17	.20	.24	.27	.31	.34	.38	.41	.44	.48	.51	.55	.58	.61	.65	.68			
7.18	.18	.22	.25	.29	.32	.36	.39	.43	.47	.50	.54	.57	.61	.65	.68	.72			
7.51	.19	.23	.26	.30	.34	.38	.41	.45	.49	.53	.56	.60	.64	.68	.71	.75			
7.89	.20	.24	.28	.32	.36	.39	.43	.47	.51	.55	.59	.63	.67	.71	.75	.79			
8.30	.21	.25	.29	.33	.37	.42	.46	.50	.54	.58	.62	.66	.71	.75	.79	.83			
8.73	.22	.26	.31	.35	.39	.44	.48	.52	.57	.61	.65	.70	.74	.79	.83	.87			
9.18	.23	.28	.32	.37	.41	.46	.50	.55	.60	.64	.69	.73	.78	.83	.87	.92			
9.72	.24	.29	.34	.39	.44	.49	.53	.58	.63	.68	.73	.78	.83	.87	.92	.97			
7.28	.18	.22	.25	.29	.33	.36	.40	.44	.47	.51	.55	.58	.62	.66	.69	.73			
7.63	.19	.23	.27	.31	.34	.38	.42	.46	.50	.53	.57	.61	.65	.69	.72	.76			
8.02	.20	.24	.28	.32	.36	.40	.44	.48	.52	.56	.60	.64	.68	.72	.76	.80			
8.42	.21	.25	.29	.34	.38	.42	.46	.51	.55	.59	.63	.67	.72	.76	.80	.84			
8.88	.22	.27	.31	.36	.40	.44	.49	.53	.58	.62	.67	.71	.75	.80	.84	.89			
9.43	.24	.28	.33	.38	.42	.47	.52	.57	.61	.66	.71	.75	.80	.85	.90	.94			
10.03	.25	.30	.35	.40	.45	.50	.55	.60	.65	.70	.75	.80	.85	.90	.95	1.00			
10.75	.27	.32	.38	.43	.48	.54	.59	.65	.70	.75	.81	.86	.91	.97	1.02	1.07			

## APPENDIX III

## SCHEDULE A - 1988

(For Employees Hired to Fill Positions Posted On or After March 1, 1988)

<u>PAY RANGE</u>	<u>RATE TYPE</u>	<u>Step 11</u>	<u>Step 12</u>	<u>Step 13</u>	<u>Step 14</u>	<u>Step 15</u>
80	Hourly	5.69	5.82	5.94	6.13	6.32
81	Hourly	5.96	6.10	6.23	6.43	6.63
83	Hourly	6.25	6.38	6.52	6.73	6.94
85	Hourly	6.56	6.71	6.86	7.08	7.30
87	Hourly	6.90	7.06	7.20	7.43	7.67
89	Hourly	7.27	7.42	7.59	7.83	8.07
91	Hourly	7.64	7.81	7.98	8.24	8.49
93	Hourly	8.09	8.27	8.45	8.72	8.99

## APPENDIX III

## SCHEDULE B - 1988

(For Employees Hired to Fill Positions Posted On or After March 1, 1988)

<u>PAY RANGE</u>	<u>RATE TYPE</u>	<u>Step 11</u>	<u>Step 12</u>	<u>Step 13</u>	<u>Step 14</u>	<u>Step 15</u>
82	Hourly	6.06	6.20	6.33	6.53	6.73
84	Hourly	6.35	6.49	6.64	6.85	7.06
86	Hourly	6.67	6.83	6.97	7.19	7.41
88	Hourly	7.01	7.17	7.32	7.56	7.91
90	Hourly	7.39	7.55	7.72	7.97	8.21
92	Hourly	7.84	8.02	8.19	8.45	8.72
94	Hourly	8.35	8.53	8.72	9.00	9.27
95	Hourly	8.95	9.15	9.35	9.65	9.94

## APPENDIX III

## SCHEDULE A - 1989

(For Employees Hired to Fill Positions Posted On or After March 1, 1988)

<u>PAY RANGE</u>	<u>RATE TYPE</u>	<u>Step 11</u>	<u>Step 12</u>	<u>Step 13</u>	<u>Step 14</u>	<u>Step 15</u>
80	Hourly	5.92	6.05	6.18	6.39	6.57
81	Hourly	6.20	6.34	6.48	6.69	6.90
83	Hourly	6.50	6.64	6.78	7.00	7.22
85	Hourly	6.82	6.98	7.13	7.36	7.59
87	Hourly	7.18	7.34	7.49	7.73	7.98
89	Hourly	7.56	7.72	7.89	8.14	8.39
91	Hourly	7.95	8.12	8.30	8.57	8.83
93	Hourly	8.41	8.60	8.79	9.07	9.35

## APPENDIX III

## SCHEDULE B - 1989

(For Employees Hired to Fill Positions Posted On or After March 1, 1988)

<u>PAY RANGE</u>	<u>RATE TYPE</u>	<u>Step 11</u>	<u>Step 12</u>	<u>Step 13</u>	<u>Step 14</u>	<u>Step 15</u>
82	Hourly	6.30	6.45	6.58	6.79	7.00
84	Hourly	6.60	6.75	6.91	7.12	7.34
86	Hourly	6.94	7.10	7.25	7.48	7.71
88	Hourly	7.29	7.46	7.61	7.86	8.23
90	Hourly	7.69	7.85	8.03	8.29	8.54
92	Hourly	8.15	8.34	8.52	8.79	9.07
94	Hourly	8.68	8.87	9.07	9.36	9.64
95	Hourly	9.31	9.52	9.72	10.04	10.34



## APPENDIX III

## SCHEDULE A - 1990

(For Employees Hired to Fill Positions Posted On or After March 1, 1988)

<u>PAY RANGE</u>	<u>RATE TYPE</u>	<u>Step 11</u>	<u>Step 12</u>	<u>Step 13</u>	<u>Step 14</u>	<u>Step 15</u>
80	Hourly	6.16	6.29	6.43	6.65	6.83
81	Hourly	6.45	6.59	6.74	6.96	7.18
83	Hourly	6.76	6.91	7.05	7.28	7.51
85	Hourly	7.09	7.26	7.42	7.65	7.89
87	Hourly	7.47	7.63	7.79	8.04	8.30
89	Hourly	7.86	8.03	8.21	8.47	8.73
91	Hourly	8.27	8.44	8.63	8.91	9.18
93	Hourly	8.75	8.94	9.14	9.43	9.72

## APPENDIX III

## SCHEDULE B - 1990

(For Employees Hired to Fill Positions Posted On or After March 1, 1988)

<u>PAY RANGE</u>	<u>RATE TYPE</u>	<u>Step 11</u>	<u>Step 12</u>	<u>Step 13</u>	<u>Step 14</u>	<u>Step 15</u>
82	Hourly	6.55	6.71	6.84	7.06	7.28
84	Hourly	6.86	7.02	7.19	7.40	7.63
86	Hourly	7.22	7.38	7.54	7.78	8.02
88	Hourly	7.58	7.76	7.91	8.17	8.56
90	Hourly	8.00	8.16	8.35	8.62	8.88
92	Hourly	8.48	8.67	8.86	9.14	9.53
94	Hourly	9.03	9.22	9.43	9.73	10.03
95	Hourly	9.68	9.90	10.11	10.44	10.75

APPENDIX IV  
UNION BULLETIN BOARD LOCATIONS

UNIVERSITY HOSPITAL

Laundry Lounge  
C Basement  
Entrance Hall Cafe  
Maintenance Area

HOLMES

Basement - front elevator

CLIFTON AND BRANCH CAMPUSES

University Center  
Campus Services Building  
Teacher, Biology and Pharmacy (2)  
OCAS  
Medical College  
CCM  
Science Complex (2) includes one at Rhodes Hall  
Raymond Walters  
Calhoun  
Siddal  
Daniel  
Sander  
Scioto

FOR THE UNIVERSITY

Robert M. Phillips

Timothy R. Williams

Annian Hinton

Sharon S. Kiser

Patricia A. H. Lee

Mark C. Myers

Scott D. Pickett

 

 

 

 

Date: 12-7-88

Stonley  
Chairman of the Board

Toni A. Gregory  
Attest Toni A. Gregory  
Clerk of the Board of Trustees

Date: 12/30/88

FOR AESCME, OHIO COUNCIL #8

Carolann Campbell

James A. Kuehman

Carl Johnson

Walter Webster

Leeth McLean

Kolleen Smith

Jackie Therapese

Gregory J. Mays

Patricia Whitehead

Frank Babbitt Sr.

William J. Campbell

Mary Morrow

Arise Wallace

Robert Pearson

James C. Vintfort

6172-0024172-017-06



8 10508

FEBRUARY 27, 1989

*This report is authorized by law 29 U.S.C. 2.  
Your voluntary cooperation is needed to make  
the results of this survey comprehensive,  
accurate, and timely.*

Form Approved  
O.M.B. No. 1220-0001  
Approval Expires 7/31/87

MAR 1989

**RECEIVED**  
MAR 03 1989  
**PERSONNEL**

DIRECTOR OF EMPLOYEE RELATIONS  
UNIVERSITY OF CINCINNATI  
3333 Vine Street 7th Floor  
CINCINNATI , OH. 45221

PREVIOUS AGREEMENT EXPIRED  
OCTOBER 21, 1988

Respondent:

We have in our file of collective bargaining agreements a copy of your agreement(s):

Univ of Cincinnati Holmes & General Hosps LUS 217 & 1 WITH STATE, COUNTY, AND MUNICIPAL OHIO

Would you please send us a copy of your current agreement—with any supplements (e.g., employee-benefit plans) and wage schedules—negotiated to replace or to supplement the expired agreement. If your old agreement has been continued without change or if it is to remain in force until negotiations are concluded, a notation to this effect on this letter will be appreciated.

I should like to remind you that our agreement file is open for your use, except for material submitted with a restriction on public inspection. You may return this form and your agreement in the enclosed envelope which requires no postage.

Sincerely yours,

*Janet L. Norwood*

JANET L. NORWOOD  
Commissioner

PLEASE RETURN THIS LETTER WITH  
YOUR RESPONSE OR AGREEMENT(S).

*If more than one agreement, use back of form for each document. (Please Print)*

1. Approximate number of employees involved 1300
2. Number and location of establishments covered by agreement 1
3. Product, service, or type of business higher education; health care
4. If your agreement has been extended, indicate new expiration date N/A

Robert M. Childress, Associate Director,

(513) 556-6372

Your Name and Position

3333 Vine Street, Room 402

Area Code/Telephone Number

Cincinnati, Ohio 45221

Address

City/State/ZIP Code