Provisions of the Tentative 2012-2014 Contract
Submitted for Ratification

The MSP Lowell Executive Board recommends that members vote to ratify the new Collective Bargaining Agreement with the University Administration which includes the following:

Timeline
- We agreed to a two-year contract beginning July 1, 2012 and running through June 30, 2014.

Money
Note: On June 30, 2012 we will receive the final salary increase provided under the expiring contract, for 2.25% across the board and a 1.25% merit pool for College Merit and Deans Merit awards.
- Effective with the first pay period of July 2012, 1.75% increase in base salary for satisfactory performance.
- Effective the first pay period in January 2013, 0.5% increase in base salary, plus 1.25% allocated as a merit pool to each college (by ratio of college MSP salaries to campus MSP salaries) and awarded half as “college” merit and half as “dean’s” merit.
- Effective with the first pay period of July 2013, 1.75% increase in base salary for satisfactory performance.
- Effective the first pay period in January 2014, 0.5% increase in base salary, plus 1.25% allocated as a merit pool to each college (by ratio of college MSP salaries to campus MSP salaries) and awarded half as “college” merit and half as “dean’s” merit.
- Change in College Merit process: Current contract language, except that the increment for each member will be the percentage of his/her salary allocable to the pool (presently, half of 1.25% or .625%)
- Change in Dean’s Merit Process: Current contract language, except that members may appeal the Dean’s Merit award to the Provost, whose decision is final.
- University will inform the MSP if any unit member is denied the raise for satisfactory performance, and provide the amounts of College and Dean’s Merit awarded to each member.
- Until next year’s raises are actually paid, MSP Lowell retains the right to grieve for retroactive monies due under the “revenue escalator” provision of the old contract.

Professional Development Support
- The contract will guarantee for the next two years the continuation of Professional Development Support now provided by the Provost. That includes:
• Annual allocation of $400 for use in professional development by each tenure system faculty, clinical faculty member, lecturer and librarian for expenses
• Additional annual allocation of $400 per faculty member to academic departments for professional development managed by chair in consultation with an elected committee of three tenured faculty members, in response to brief proposed requests
• Continuation of two competitive research grant pools -- one for $75,000 for tenured faculty, and one for $75,000 for pre-tenure faculty – allocated by the Vice Provost for Research after recommendations from a faculty committee appointed by the Provost

• The Provost accepted MSP’s proposals that
  o Faculty who have accepted presentations/papers at primary national societies be reimbursed for registration and travel expenses up to $1,000.
  o Faculty who have accepted presentations/papers at recognized international and regional professional societies, may submit a request for reimbursement of registration and travel expenses up to $1,000 to their chair, whose recommendation is forwarded to the Dean for final decision.
  o Librarians also may request additional funds from the Library Director for professional development, including but not limited to reimbursement for registration and travel to professional conferences for presentations/papers.

**Duties and Compensation of Chairs, and Departmental Support**

• The parties agreed to the following: “A committee shall be established to review and make recommendations on issues including, but not limited to, the following: the current duties of chairs; the formula for compensation; the option to choose, subject to the approval of the Dean and departmental needs, between a nine month and twelve month contract; the provision of support services; and, the division of duties and compensation between chairs and associate chairs. The committee shall be comprised of five members: one selected by MSP; two selected by the Administration; and two chairs selected jointly by MSP and the Administration. The Committee shall complete its work preferably by June 30, 2012, but not later than December 1, 2012 and submit its recommendations for consideration by the Provost and the MSP Board. The Administration acknowledges that resources and funds will be made available to fund recommendations that both the MSP and Management agree upon.
**Clinical Faculty and Lecturers**
- The parties agreed that the number of lecturers/senior lecturers in any department will not exceed 40% of the total number of full-time faculty in the department.
- The parties agreed to increase the number of clinical faculty by 3 (to 15) in SHE, and exempt the Nursing Department from the 40% cap until June 30, 2014.
- The parties agreed that the number of non-tenure track lecturers and senior lecturers will not exceed 90 or 20% of all tenure track positions, whichever is fewer.
- The parties agreed that lecturers teaching introductory language courses may be assigned four classes each semester having a single preparation and enrollment of less than 20 students per class.
- Specific language pertaining to the promotion process for clinical faculty will be added to the agreement.

**Parking**
- Effective July 1, 2012 the annual fee for parking in designated University lots will be raised to $175. Effective July 1, 2013, the annual parking fee will be $200. Payroll deductions will continue on a pre-tax basis.
- The following language is added to the Agreement: “Proper parking facilities shall be available to the employees covered by this Agreement within reasonable proximity of their regular work locations.”

**Student Evaluations**
- The parties agreed to the following:
  (A) Student evaluations of assistant professors and other tenure system faculty not yet tenured, assistant clinical professors, and lecturers not yet promoted
  Student evaluations will be conducted in every class for all assistant professors, other tenure system faculty not yet tenured, assistant clinical professors, and lecturers not yet promoted to senior lecturer. These evaluations shall be considered as part of the annual evaluations and reviews in connection with personnel actions.

  (B) Student Evaluations of Tenured Faculty and Senior Lecturers
  The purpose of student evaluations is to inform faculty, department chairs, the dean of the college, and the Provost about the impressions students have concerning their classroom experience. It is understood that student evaluations should be viewed as one means by which faculty and departments may promote and maintain quality instruction and shall not be used to support any negative personnel action. Student evaluation instruments shall be developed at the College level. At the faculty member’s option, the faculty member shall submit student evaluations or a summary of their results for consideration by promotion.
review committees. The faculty member and the Chair shall become the custodians of these student evaluations at the end of each year. The faculty member shall become the sole custodian of these student evaluations at the end of every three academic years and shall have the exclusive authority and responsibility to maintain or destroy them.

The evaluation will be conducted in a single section of one course per semester. There shall be evaluation of two different courses per academic year except in the case where a faculty member teaches only a single course during the academic year. In such cases, the single course shall be the basis for review. At the faculty member’s option, student evaluations may be conducted in additional sections or courses.

(C) Course syllabus: Faculty members will provide a syllabus for each course whose suggested components include clear course objectives, required texts, reading and writing assignments with deadlines for completion, class attendance policy, evidence expected for meeting course objectives, rubrics for grading, plagiarism guidelines, and instructor’s University e-mail and office hours.

(D) Evaluation instrument: An elected committee of five (5) tenured faculty in each College will develop evaluation instruments that satisfy standards of reliability and validity. The parties agree that the crafting of evaluation forms could be aided by input from agreed upon experts/consultants in the field of educational testing/evaluation. Such expertise will be made available to the College Committees. Any fees for these services shall be borne by the University. Furthermore, it is understood that the role of any outside experts/consultants shall be advisory and the responsibility of the formulation of any student evaluation rests with the elected College committee. Each College will develop the evaluation instrument to be used by departments in their College by December 2012. A department may add additional questions specific to the discipline.

Outside Chairs
The parties agree to amend Article XVII, G, Procedures for Selection of Department Chairperson-Librarian Division Heads, by adding:
- “If after two formal votes the Department/Division is unable to nominate a candidate, or if no individual is willing to be nominated, the Chancellor may appoint an acting chair/division head for a period not to exceed one year under Section I below. During this period, the Provost may initiate a national search for an outside chair. The members of the department will elect a search committee to screen candidates and conduct on-campus interviews. The department will vote to recommend one or more candidates for consideration by the dean and the Provost and appointment by the Chancellor.”
Health & Welfare Trust Fund Contributions
- In January 2014, and again in June 2014, the amount contributed to the Health & Welfare Trust Fund (which is used to provide dental benefits) will be increased by $.50 per full-time employee per week.

Holidays/Personal Leave for Librarians
- Delete Evacuation Day and Bunker Hill Day, and add two additional personal days

Paid Parental/Adoptive Leave
- Clarified that all unit members are eligible, and agreed that when two unit members are parents of one child, only the primary care-giver will be afforded the leave.

Fee Freeze
- The University agreed to continue the freeze on mandatory fees for spouses and dependents of unit members at the same level as in Academic Year 2008-2009

Librarians
- Librarians who are denied a requested leave to conduct self-directed work activities for professional purposes may appeal to the Provost. The Library Director will annually report who has received leaves, and the reason for which each leave that was given.
- Article XVI “Quality Hires” will now include a statement that the Library will be given a replacement position if an untenured librarian is dismissed.
- A joint committee will be convened after the appointment of the new Library Director, in order to discuss the appropriate stipends for Division Heads or other unit members performing administrative responsibilities.

Stipends for Continuing Education
- The parties agree that during the term of the agreement they will discuss the appropriate stipends to be paid for unit members teaching in Continuing Education.