ARTICLE 4
STEWARDS

1. A Steward shall be a working journeyperson designated by the UNION. The UNION shall appoint one Steward at the CAMPUS and one Steward at the LABORATORY for each skilled craft and/or departmental group with five or more crafts employees. In addition, one Chief Steward shall be appointed for the CAMPUS and one Chief Steward for the LABORATORY to act as the on-site UNION liaison. The identity of Stewards will be formally communicated to the respective Labor Relations Office within five (5) days of the designation.

2. Stewards shall attempt to adjust amicably minor differences or misunderstandings arising out of the interpretation or application of this Agreement. Such duties shall be performed as expeditiously as is reasonably possible. The duties of a Steward shall include investigation and communication with a UNION representative concerning violations of this Agreement, and the adjustment of minor grievances; provided, however, that a Steward shall have no power to vary the terms of this Agreement or bind the UNION to an interpretation thereof. Stewards shall be permitted reasonable time during working hours to perform these duties which cannot be performed at any other time. Stewards shall notify their immediate supervisor prior to conducting these duties during working hours, and receive approval when possible. Approval will only be denied in emergencies. In such cases, the supervisor and Steward will make arrangements for an alternate time. Failure to request and receive approval will result in a denial of release time. Repeated failures will result in a request to the UNION to replace that steward with another. All other union business will be conducted during the non-duty time of the Steward.

Monthly stewards meetings will be on non-duty time. However, Stewards will be allowed a reasonable period of time (up to 15 minutes) to return to work following the stewards meeting.

3. The relationship of a shop Steward being unique in the employer-employee relationship, the Steward is subject to pressures which require that his/her employment be given extra protection. In a craft where two (2) or more journeypersons and/or apprentices are employed and the UNION appoints a Steward, he or she shall not be subject to layoff until there are less than two (2) journeypersons and/or apprentices performing work in that craft excluding leadpersons or employees with special skills.