

**SIDE LETTER AGREEMENT
BETWEEN
THE UNIVERSITY OF SANTA CRUZ CALIFORNIA
AND THE
AMERICAN FEDERATION OF STATE, COUNTY, AND MUNICIPAL EMPLOYEES (AFSCME)
REGARDING STAFFING COMMITTEE**

The Union and the University hereby agree to meet quarterly to address staffing issues and to try to develop reasonable workload guidelines. The parties may agree to meet more or less often. Such meetings will occur in accordance with the following:

1. The Union must request a meeting in writing and the parties must agree to the meeting date.
2. The Union must submit a written agenda identifying staffing concerns. The agenda must be submitted to Labor Relations at least ten (10) workdays before the proposed meeting date.
3. In the event the University has agenda items regarding staffing, the University shall present its agenda to the Union at least ten (10) workdays before the scheduled meeting.
4. In the event neither party submits an agenda ten (10) workdays prior to the scheduled meeting, the meeting will not be convened.
5. Up to three (3) bargaining unit employees may attend in a without-loss-of-straight-time pay status not to exceed a total of eight (8) hours each per meeting and release time shall be granted unless operational requirements determine otherwise. The parties may mutually agree to allow additional unit employees to attend the meeting. One non-employee AFSCME staff member may attend the meeting.
6. The parties may use the meetings to discuss issues pertaining to Skilled Trades workload, work orders, work assignments, and work guidelines. The University recognizes that aspects of Skilled Trades work may be performed by individuals in classifications other than K7.
7. The University retains the sole authority to make decisions about staffing. The union retains the right to bargain over the effects of the University's staffing decisions.
8. The University shall negotiate over the effects identified by the union, insofar as they are the mandatory subjects of bargaining: wages, hours, and terms & conditions of employment.
9. The University's staffing decisions are not grievable or arbitrable, nor is the modification of a staffing decision a remedy that an arbitrator can award.