

MEMORANDUM OF AGREEMENT
between
The Quincy College Board of Governors
and the
Quincy Education Association (QEA) Bargaining Unit E, Quincy College Professional Staff
October 21, 2019

Bargaining teams representing Unit E of the Quincy Education Association (the Association) and the Quincy College Board of Governors (the Board or Employer) hereby agree to a new one-year contract to be in effect from July 1, 2019 through June 30, 2020. Except as modified by this Memorandum, the terms and provisions of the July 1, 2018 through June 30, 2019 contract will be carried forward into the new contract, with the understanding that any modifications to work days were for the 2018-2019 contract year only.

Appendix A, Section 2 Member's Wage Increases

By virtue of the increases to the salary ranges set forth above, unit members ~~on the payroll on July 1 of each year of the Agreement~~ shall receive a base pay increase retroactive to the following schedule:

July 1, 2019: 3.0%

Retroactive payments will be paid in a lump sum check within 30 days of ratification of this agreement.

Article XIV (Section 14)

The salary range for positions at all levels in the wage classification system in Appendix A shall be increased and unit members ~~on the payroll on July 1 of the Agreement~~ shall receive a base pay increase, retroactive to the following schedule:

July 1, 2019 3.0%

Retroactive payments will be paid in a lump sum check within 30 days of ratification of this agreement.

Article II (Section 2.2)

Change the first sentence to read:

In order to use such compensatory time off, an employee shall provide ~~two (2)~~ **five (5)** working days' notice of the requested time off to his/her supervisor and must receive the supervisor's permission to take such requested compensatory time.

Article II (Section 2.5)

Add "or designee" after Vice-President.

Article III (Section 3.1)

A. All employees commencing work at the College on or after July 1, 2000 shall earn vacation in the following manner:

— Keep current language —

B. All employees commencing work at the College on or after January 1, 2020, shall earn vacation in the following manner:

For the 1st through 5th year of service – 10 vacation days per year earned at the rate of 2.73 hours per biweekly pay period.

For the 6th year of service through 10th year of service - 15 vacation days per year at the rate of 4.06 hours per biweekly pay period.

For the 11th year of service through the 19th year of service – 20 vacation days at the rate of 5.39 hours per biweekly pay period.

For the 20th year of service and after – 25 vacation days per year at the rate of 6.79 hours per biweekly pay period.

Article III (Section 3.4)

Change the first sentence to read:

All vacation requests are subject to the approval of the appropriate Senior Vice President, Vice President ~~(or President, if applicable)~~ ***shall be subject to the approval of their immediate supervisor.***

Article III (Section 3.4)

Change the third sentence to read:

If the period of requested vacation is two (2) days or fewer, that request must be submitted not less than ~~two (2)~~ ***five (5)*** days prior to the vacation time being requested.

Article IV (Section 4.3, subsection 2)

Change subsection 2 to read:

Once the member has been without pay for not less than five (5) days he/she may then request additional paid sick leave. Such request shall be submitted to the President of the College ***Human Resources*** together with medical documentation ~~verifying the disability and need for extended leave.~~ ***provided by the treating physician indicating the need for extended leave. Such documentation shall include diagnosis, prognosis, and anticipated return to work date.*** The President ***or designee*** shall grant the member ~~up to fifty (50)~~ ***up to twenty-five (25)*** work days paid leave ***and may grant an additional twenty-five (25) work days upon request,*** depending on the number of days required to cover the employee's illness or injury.

Article VII Holidays (Section 7.0)

Amend this section by changing:

~~One Half Day~~ New Year's Eve

~~One Half~~ Christmas Eve

— keep all other paid holidays language —

Article X (Section 10.0)

Change to read:

Medical insurance shall be available to all eligible members as set forth in the ~~July 1, 2011~~ **current** Memorandum of Agreement between the City of Quincy and the Public Employee Committee.

Article X (Section 10.1)

~~All members shall be entitled to a lump sum payment of twenty five dollars (\$25.00) per fiscal year upon filing with the President's office proof of payment by the employee for an annual health club membership.~~

Article XVI (Section 16.0, subsection a)

Remove the second sentence and add:

~~Vacancies for positions above the entry level must be posted for at least seven (7) calendar days before external advertising shall commence, unless it is mutually agreed upon in writing to waive the internal posting requirements of this Article.~~

The College will alert the QC Community, including all Unit E Members, on a weekly basis, with regard to Unit job positions that will be posted on the QC website.

Article XVIII (Section 18.0)

Amend the first sentence of the second paragraph as follows:

The professional development fund will be calculated at 1% of the Unit E payroll on each July 1, 2015, July 1, 2016 and July 1, 2017. ***funded with \$15,000.***

Article XVIII (Section 18.1)

Change the second sentence to read:

Select admission and science laboratory courses ***as well as third party relationship courses*** are excluded from this benefit.

Additional Agreements:

Joint Committee on Evaluation Procedure

The parties agree to establish a committee to review the current evaluation process in Appendix B of the Collective Bargaining Agreement. Such committee shall be comprised of three designees of each party. The Joint Committee will make its recommendations to the Parties with regard to revisions of the evaluation process by no later than June 30, 2020. Either party may initiate bargaining with regard to the implementation of such recommendations. Such bargaining shall be subject to the impasse procedures of M.G.L. Chapter 150(e).

Staff Hours

The College will review staffing hours with the written information and/or recommendations provided by the Association. Said information/recommendations will be submitted to Human Resources no later than February 1, 2020.

This Memorandum of Agreement is hereby signed and sealed by their duly authorized representatives. The parties recognize and agree that all proposals/counterproposals regarding changes to the Collective Bargaining Agreement not embodied in this Memorandum have been withdrawn. This agreement shall be in full effect upon ratification by both parties.

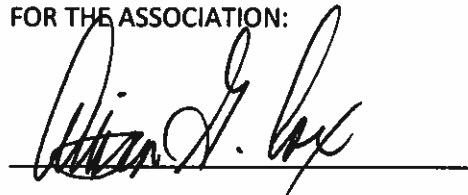
FOR THE BOARD:



Michael G. Bellotti, President

Date: Nov 7, 2019

FOR THE ASSOCIATION:



Allison G. Cox, President

Date: 11/7/2019