

## Article X: Commissions

### Section A: Bargaining Commission

Prior to the bargaining of a new Master Contract, the Bargaining Commission shall develop an interest list of topics ~~a negotiation package~~ concerning wages and working conditions consistent with the wishes of the general membership.

1. Membership: Membership on this Commission shall include one representative for each thirty members or fraction thereof from SCC, SFCC, & SCC-Extension with a minimum of two and a maximum of ~~five~~ eight members per educational unit. Within this number there shall be representation from liberal arts, vocational/technical, counselors/librarians, adjunct, and dual-certified members. Any exceptions to this makeup of the commission must be approved by a majority ~~or~~ of the assembled Faculty Senate.
2. Elections Solicitation and Appointments: ~~The~~ Volunteers to serve on the Commission shall be ~~elected by~~ solicited from the general membership by the AHE President. The Executive Board shall discuss the list of volunteers to ensure broad representation. The proposed list of names for the Commission shall be approved by the Faculty Senate and announced to the general membership. ~~The election shall be for two-year terms on an alternating basis.~~ Temporary or additional appointments may be made to this Commission by the President with the approval of the Executive Board. Efforts should be made to fill vacancies in a timely manner to ensure representation throughout the process.
3. Duties: The duties of the Bargaining Commission shall include:
  - a) To work to achieve the bargaining objectives of the Association, according to the priorities and parameters defined by the general membership.
  - ~~b) To elect a Chair who will be responsible for calling and chairing all meetings of the Commission and reporting to the Executive Board and to the Faculty Senate.~~
  - ~~c) To file minutes of the proceedings of each meeting with the Secretary of the Association.~~
  - d) To be responsible for keeping the Commission's expenses within budget guidelines.
  - e) To ensure updates are given at all monthly Faculty Senate meetings.
4. Procedures: The Commission shall seek input from members by survey, meetings, personal contact, and/or communications from individual members.
  - a) The Commission shall begin meeting at least one quarter prior to the start of negotiations. Commission meetings shall be scheduled by the Association President. The Commission shall continue to meet regularly while negotiations are ongoing. ~~have its proposals approved by a majority vote at either a general membership meeting or a special meeting called specifically to discuss the~~

~~contract proposals. Additional meetings may be called if necessary to modify the proposals as directed by the membership. Approval must be obtained before the package can be negotiated.~~

- b) The Commission shall review input collected from the general membership and work to develop an interest list of topics for bargaining. The Commission will also work to develop initial draft language for future proposals. ~~—must have the negotiations package ready for the Negotiating Team by the date requested by the Chief Negotiator or as mandated by the time of the Master Contract.~~
- c) ~~The Association President and the Chief Negotiator shall be authorized to sign a legal, binding, yearly or multi-year agreement with the employing board only after completion of the following procedure at a general membership meeting:~~
  - i. ~~—Report and give the recommendation by the Negotiating Team;~~
  - ii. ~~—Report and give the recommendation by the Executive Board and the Faculty Senate;~~
  - iii. ~~—Write a digest of the proposed agreement or changes and provide it to all members in attendance at the ratification meeting;~~
  - iv. ~~—Discuss the idea with the membership;~~
  - v. ~~Hold a secret ballot of the general membership which must receive a majority.~~

5. Negotiating Team: Five bargainers will represent the Association in its negotiations with the CCS Board of Trustees.

- a) **Membership**: The five members of the Negotiating Team shall be chosen from among the members of the Bargaining Commission.
- b) **Appointment**: The five members of the Negotiating Team shall be appointed by the President with the approval of the Executive Board. One member of the Negotiating Team shall be named ~~Chief Negotiator~~ Lead Bargainer by the President. The President may also make substitutions or changes to the Negotiating Team with Executive Board approval.
- c) **Terms**: Terms of appointment to the negotiating team shall expire upon ratification of the Master Contract.
- d) **Duties of the Negotiating Team**: The primary duty of the Negotiating Team shall be to bargain on behalf of the membership with the Board of Trustees in accordance with applicable Washington State laws.
  - i. The Negotiating Team, in coordination with the President, shall work to create or modify Master Contract language as needed throughout the bargaining process.
  - ii. The Negotiating Team shall seek input and discuss proposed contract language with the Bargaining Commission, Faculty Senate, or general

membership, as appropriate. Special meetings may be called specifically to discuss contract proposals.

- iii. The Negotiating Team shall work to ensure they are at all times representing the interests of the general membership.

e) **Duties of the Lead Bargainer:** The Lead Bargainer's duties shall be to:

- i. Serve as the lead voice during bargaining sessions.
- ii. Assist the President in scheduling and facilitating planning/preparation meetings for the Negotiating Team.
- iii. Give monthly reports to the Executive Board and Faculty Senate.
- iv. Sign tentative agreements, if authorized to do so by the Negotiating Team.

~~6. **Membership:** The five members shall be chosen from the Bargaining Commission.~~

~~7. **Appointments:** The five members shall be appointed by the President with the approval of the Executive Board. One member of the Negotiating Team shall be named the Chief Negotiator by the President.~~

~~8. **Duties:** To bargain on behalf of the membership with the Board of Trustees in accordance with applicable Washington State laws. **The Negotiating Team shall be named the Chief Negotiator by the President.**~~

9. **Ratification and Final Agreement:** The Association President and **Chief Negotiator** Negotiating Team shall be authorized to sign a legal, binding, yearly or multi-year agreement with the employing board only after completion of the following procedures:

- a) At least two information sessions are held by the Negotiating Team to present proposed changes. Whenever possible, these sessions should be advertised at least two weeks in advance and must be open to the general membership.
- b) A notice is sent to the general membership giving the recommendation of the Executive Board and Faculty Senate.
- c) Copies of all signed tentative agreements are made available to the general membership for review prior to the ratification vote.
- d) Hold a secret ballot of the general membership which must receive a simple majority vote.

~~10. **Terms:** Terms of appointment to the negotiating team shall expire upon ratification of the Master Contract.~~

11. **Contract Maintenance Representative:** The member will represent the Association for maintaining, updating and record keeping of the Master Contract during the life of the contract. The President, with the approval of the Executive Board, shall be named the Contract Maintenance Representative. They will report and give the recommendation by the Executive Board and the Faculty Senate. They

will also record all MOUs, Grievances, and Administrative outcomes that may change the interpretation of the Master Contract.