Announcement of Tentative Agreement from the HUCTW Negotiating Team

June 30, 2010

Dear HUCTW Member,

We are pleased to tell you that our Union and the University have reached a tentative agreement on a new contract. After several months of negotiation and particularly intensive talks involving a mediator in the past few weeks, HUCTW and Harvard have settled on a two-year contract featuring pay raises, new jobs included in the Union, and policy improvements on key issues. The tentative agreement would be effective as of July 1, 2010, and it will be implemented if it is ratified in a vote among HUCTW members, scheduled for July 22.

Within the next week, HUCTW will issue a detailed written summary of all negotiated changes in the tentative agreement. During the next two weeks, Union meetings will take place in every section of the University, for questions and discussion about the settlement. Members will also receive an official election notice detailing polling locations and times for the ratification vote to take place on Thursday, July 22.

Highlights of the tentative agreement include:

- **Annual salary increases covering the next two years.** The agreed-upon increase for July 1, 2010, is a reasonable raise in difficult economic circumstances. All full-time staff will see an increase of $1,000 in annual salary (to be pro-rated for members working less than 35 hours per week, but not less than $600 for any member). For July 1, 2011, the increase program will move back toward healthy salary growth, combining structure and progression increases, as for many years in the past, and providing a typical member with a 3.5% raise.
- **One extra personal day for the first contract year.** For the year beginning July 1, 2010, HUCTW members will be awarded one extra personal day, in addition to the usual three per year.
- **Grade 56 overtime-eligible jobs will be included in HUCTW.** For the first time, non-exempt jobs in salary grade 56 will be eligible to be part of the Union. This change will lead to important new career development opportunities for current Union members. It will also allow eligible staff presently in non-exempt Grade 56 jobs to join HUCTW.
- **Stronger language on layoff decisions and selection criteria.** New policy language in the Agreement will clearly assure the Union and affected members of our opportunity to hold union-management discussions on layoff plans before they are finalized and to propose alternatives. In addition, important new language will make it clear that length of service is the deciding factor when it is necessary to designate employees for layoff.
- **Article I changes support local employee participation.** The first section of the Agreement is rewritten to give clearer, stronger support for the importance of

meaningful staff participation in organizational planning and policy-making at the department or working group level, through Joint Councils and other structures.

- **A serious new approach to the question of "term jobs."** The Union and University commit to serious joint review and a process for resolving disputes about appropriate use of the "term job" designation.
- **All "joint funds" will continue making solid awards to eligible members.** Funding will be maintained for the Child Care Fellowships, Education Fund, Transportation Fund, Work Security extensions, and other joint programs. A new framework for administration will allow funds to be redistributed among programs when necessary.
- **No cuts or decreases in benefit programs.** All employee benefits programs (health care, retirement, tuition assistance) continue at current levels, consistent with a clearly-expressed high priority among HUCTW members.

As noted above, all of the negotiated details and contract language will be provided in a forthcoming HUCTW publication.

The HUCTW Main Table Negotiating Team and the Executive Board recommend a "Yes" vote in the ratification election on Thursday, July 22.

Please plan to take part in a Union meeting in your school or department in the next few weeks, and please circle July 22 on your calendar to vote in the ratification election.

If you have any questions about meeting schedules or HUCTW plans for communication or ratification on the tentative agreement, please call 617-661-8289 or reply to huctw.info@huctw.org

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