Memorandum of Understanding
between
Bates Professional Technical Employees
and
Bates Technical College

October 21, 2013

The College and the Union agree to amend Sections 22.6 and 22.7.3 of the Professional-Technical Employees (PTE) collective bargaining agreement to clarify several reclassification points.

22.6 Approved reclasses will be effective July 1 of the new fiscal year. The reclassifications will be retroactive to the date stamped on the reclass request was received and date stamped by the Human Resources Office during the application timeframe or be effected on the date after approval when the employee will begin performing the higher classification job duties. The Human Resources Office will notify the employee and the union president in writing as to the effective date of the reclassification. Employees receiving a reclassification (a change to an employee’s current position that results in a higher salary level) will progress on the salary scale schedule at the higher level to the next nearest dollar amount step that represents a minimum of a 2% increase to a maximum five (5%) increase over the employee’s existing salary amount.

22.7.3 Employees receiving a promotion (hired into a position with a higher salary level) or a reclassification (a change to an employee’s current position that results in a higher salary level) will progress on the salary scale schedule at the higher level, to the next nearest dollar amount step that represents a minimum of a five percent (5%) increase over the employee’s salary amount.

[Signatures and dates]
Michelle McElvain,  
Union President  

Geof Laufman,  
Director of Human Resources  

Date  

Date