

Collective Bargaining Agreement

BETWEEN

Brown University

AND

**Labor Organization of Community Coordinators ("LOCC")
RIFTHP-AFT Local 6516**

PLAIN LANGUAGE SUMMARY

Note: This Plain Language Summary is the sole work of the Union, and the full Agreement is the definitive agreement for all Community Coordinators.

Article I: Union Recognition

Brown University officially recognizes the Union as the exclusive representative for all CCs regarding wages, hours, and employment conditions. The University agrees not to negotiate with any other organization on these matters. While CCs are employees under this agreement, they also remain students, meaning that decisions regarding their academic standing are under the sole authority of the University.

Article II: Union Rights

The Union has the right to participate in CC orientation sessions and must be notified in advance about these events. Union representatives are allowed to meet with University officials to discuss relevant matters, and the Union will have access to certain University facilities for meetings and activities. Additionally, a Labor-Management Committee will meet at least twice each semester to address any concerns and collaborate on workplace matters.

Article III: Union Security & Dues

All CCs are required to either join the Union or pay a fair-share fee that contributes toward the cost of representation. The University will deduct union dues or fees from employee paychecks if the CC provides authorization. Additionally, CCs may voluntarily contribute to the Union's political fund, and these contributions will be deducted similarly to dues.

Article IV: Management Rights

The University retains full control over its academic programs, budgets, hiring practices, work assignments, and institutional policies. However, any changes to employment conditions must align with the terms of this agreement.

Article V: Equal Opportunity & Non-Discrimination

The University and the Union are committed to ensuring that CCs are not subject to discrimination or harassment based on protected characteristics such as race, gender, disability, or union membership. Retaliation against any CC for filing a grievance or participating in workplace complaints is strictly prohibited. The University also agrees to provide reasonable accommodations for CCs with disabilities or pregnancy-related needs to ensure they can perform their job effectively.

Article VI: Grievance Procedure

If a CC believes that a term of the agreement has been violated, they may file a grievance. The process includes multiple steps, beginning with discussions between the employee and their supervisor and potentially escalating to arbitration if necessary. In some cases, both parties may agree to mediation instead of arbitration to resolve disputes more efficiently.

Article VII: Discipline & Discharge

CCs may only be disciplined or terminated for just cause, meaning there must be a valid reason for any adverse employment action. The disciplinary process follows a progressive structure, beginning with a written warning, followed by a final warning, and, if necessary, termination. If a CC is not fulfilling their job duties and is not on approved leave, the University may suspend their pay after providing a written warning at least two weeks in advance.

Article VIII: Appointments & Rehire

CCs who wish to return to their role for another academic year must express their interest during the recruitment process. Returning CCs will receive priority consideration for rehire unless there is just cause to deny their request. The University will take into account placement preferences, and the Union has the right to challenge any non-reappointment decisions.

Article IX: Job Responsibilities

CCs are responsible for planning and executing community-building programs that align with the University's learning objectives. They are provided a programming budget and access to printing resources to support their work. Job responsibilities follow the provided job description and past practices. The Labor-Management Committee (LMC) will review and adjust CC responsibilities each year, meeting weekly in October to finalize changes by October 31 for recruitment materials. In 2025, an additional review will occur in February, with updates completed by March 30. CCs can provide schedule preferences before training, and their work hours are not tracked due to the nature of community engagement. They receive single-occupancy housing and must reside in their assigned space.

Article X: Training

CCs participate in training sessions each year to prepare for their roles. The training schedule will be shared at least one week in advance, and CCs will have the opportunity to provide feedback, which may be incorporated into future training sessions. Training consists of a combination of in-person sessions and flexible tasks, with meals provided by the University during the training period. CCs can arrive up to four (4) days ahead of training, with meals and housing provided by the University. CCs with extra-curricular

training conflicts should be in contact with supervisors as soon as possible to address and accommodate them.

Article XI: Staff Communication

CCs are responsible for holding community meetings throughout the year to share important information with residents. The University will provide advance notice of when these meetings should take place, except in emergency situations. Additionally, CCs must attend weekly staff meetings, which will be scheduled based on collective availability. If a CC has a scheduling conflict, they must notify their supervisor and take steps to stay informed about meeting discussions.

Article XII: Compensation

For the 2024-25 academic year, CCs will receive a stipend of \$12,500, which will be paid in equal biweekly installments. Additionally, all currently employed CCs will receive a one-time adjustment payment to account for any differences in earnings due to the timing of contract ratification. The stipend will increase by three percent (3%) per year for the duration of the agreement, bringing the total stipend for the 2025-26 academic year to \$12,875.

Article XIII: Absences & Holidays

CCs are entitled to short-term absences with pay in cases of illness or bereavement. Short-term absences are generally considered to be up to 14 days, though the University reserves the right to request medical documentation for absences longer than three consecutive days. If a CC requires a longer absence, their supervisors will determine the appropriate next steps, including the redistribution of job responsibilities. CCs are not required to work on national or state holidays when the University is closed, with the exception of Labor Day, although they may be required to respond to emergencies affecting their residents.

Article XIV: International & Undocumented Students

The University will not disclose any CC's immigration status or personal information to government agencies unless legally required. Brown University does not cooperate with law enforcement regarding the immigration status of undocumented or DACA students unless a legal order, such as a subpoena, mandates such disclosure. The University remains committed to protecting the privacy and rights of all students, regardless of citizenship or immigration status.

Article XV: No Strikes, No Lockouts

During the term of this agreement, neither the Union nor any CCs will engage in strikes, work stoppages, or any actions that disrupt University operations. If such actions occur, the Union must instruct participants to cease their activities immediately. Any CC who continues to engage in such actions may face disciplinary consequences. In return, the University agrees not to impose a lockout on CCs during the duration of the agreement.

Article XVI: Severability

If any part of this agreement is found to be illegal or unenforceable by law or court ruling, the rest of the agreement will still remain in effect. The University and the Union agree to renegotiate any invalidated sections to ensure they comply with the law while maintaining the intent of the original agreement.

Article XVII: Entire Agreement

This agreement represents the full and complete understanding between the University and the Union regarding the terms and conditions of employment for CCs. No additional agreements, verbal or written, will be recognized unless they are formally negotiated and included in an official amendment to this contract.

Article XVIII: Duration

This agreement will remain in effect from January 25, 2024, through June 30, 2026. Before the agreement expires, the University and the Union may begin negotiations for a new contract. If no new agreement is reached before the expiration date, the current terms will continue until a new contract is finalized.