

Memorandum of Understanding

May 10, 2024

This is an agreement between the Community College of Baltimore County and the Communications Workers of America reflecting changes to the current Collective Bargaining Agreement. The agreement was reached pursuant to Section 14.1 - Duration and Effective Dates. "...If written notice is given by either party to the other not later than February 1, 2024, the parties may negotiate only wages (section 6.3) and benefits (section 11.1) for the period starting July 1, 2024." and by mutual consent.

The parties agree:

1. **Step Adjustment:** In accordance with Section 6.3A, eligible employees with a successful performance evaluation will receive a 3% step increase on July 1, 2024 and July 1, 2025.
2. **Salary Scale:** The College will increase each step of the salary scale by 3% for a cost-of-living adjustment effective on January 1, 2025. The college will provide a COLA in FY2026 if funding is provided by the County.
3. **Pay Period Adjustment Bonus:** Each unit member who is actively on payroll when the college converts to payment one week in arrears and mandatory time reporting will receive a pay period adjustment bonus equal to one week's regular wages. Employees who separate after the conversion will receive all earned wages—meaning that employees will usually receive payment for a week's wages after their separation date. (The conversion is currently scheduled for the October 11, 2024 pay date.)
4. **Section 6.3(B) Longevity Recognition** is modified as follows:
This section shall be effective beginning July 1, 2010 ~~24~~.
For employees who have at least 15 years of CCBC benefit eligible service and who have been on the maximum salary step or received a salary above the maximum salary step for at least one year shall receive a longevity bonus.

The longevity bonus shall be \$750 for employees with less than 25 years of service and \$1,050 for employees with 25 or more ~~equal to \$35 multiplied by the employee's years of~~ CCBC benefit eligible service on December 31 of the preceding calendar year.
5. **Other Wage Adjustments:** The parties acknowledge that all other classes of full-time employees are receiving the same step increase on July 1, 2024 and 3% COLA on January 1, 2025. Since Unit 1 represented by AFSCME is already paid in arrears, their bonus will be commensurate but impact their pay differently.
6. **Section 6.3 (D) Implementation of Increases** is modified as follows:
Except as otherwise provided in this agreement, All-all salary increases provided pursuant to article 6.3 shall be effective on July 1 of each fiscal year and distributed beginning in the first pay period in July and continuing in equal pay installments for the remainder of the fiscal year.

7. **Section 4.4 - Probationary Employees** (B) is modified as follows:

(B) Probationary Period for Promoted or Transferred Employees

An employee shall be considered a probationary employee until ninety (90) days have elapsed from his or her most recent date of voluntary promotion or transfer to another position at the College. Management may, in its sole discretion, extend the probationary period for additional time. Seniority shall not be affected by these provisions.

Management will attempt to return an employee who does not succeed during the probationary period to his or her prior position if that position remains vacant or a candidate has not been offered the position. Such employee shall not be eligible for promotion for a period of twelve (12) months from the date of returning to their prior position.

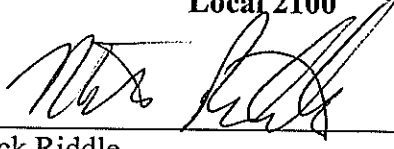
In the event the probationary employee's previous position is not available at the end of an unsuccessful probation, the employee will return to their previous rate of pay and be assigned duties for an amount of additional time. The additional time will be 30 days for employees with 5 or fewer years of seniority, 60 days for employees with more than 5 years, but less than 10 years, of seniority, and 90 days for employees with 10 years or more of seniority.

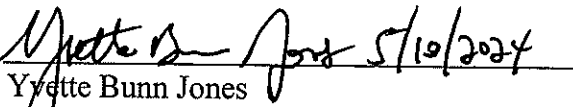
The employee may seek other positions during this additional time. In the event the employee secures another CCBC position, they shall not be eligible for promotion for a period of twelve (12) months from the successful conclusion of probation in the new position. If the employee does not have another CCBC position at the end of the additional time, they will be discharged. The discharged employee will receive vacancy notices and be considered for positions as a current employee for six months after discharge.

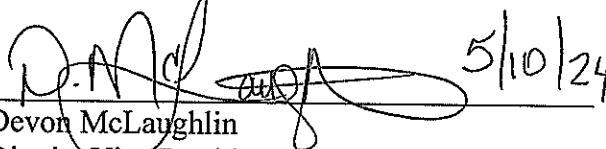
Community College of Baltimore County

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