

2007-09 WSEU Contract

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WSEU Article / Section	Title	Title Definition	Applicable Reference				
			Ref. Code	Admin Code (4)	Comp Plan (5)	Statute (6)	Handbook Chapter (7)
Article I 1/1/1-2	Scope of the agreement	Defines who is covered by the contract.	1			<u>111.82</u>	
Article II 2/1/1	Bargaining Unit	Union recognized as exclusive bargaining representative.	1			<u>111.82</u>	
2/1/2-2/1/9	Bargaining Unit	Listing of Classifications and Pay Ranges	1			<u>111.82</u>	
2/2/1 – 2/2/8	Dues Deduction	Monies deducted by the Employer for union membership.	2			<u>111.82</u>	
2/3/1-2/3/4	Bulletin Boards	Bulletin boards for use by the local Unions	3				
2/4/1-2/4/5	Personnel Transactions	Information provided to the union regarding employee job movements.	3				
2/5/1-2	Union Activity	BU employees shall not conduct any Union activity on State time.	2				
2/6/1-2/6/12	Union Conventions Classes, Conf.	Time off to attend union related functions.	2,3				
2/7/1 & 2/7/2	Printing of Agreement	Defines who is responsible to print union contract.	2				
2/8/1-2/8/2	Attendance at Local Union Meetings, etc.	Time off for union officials to attend union meetings.	3				
2/9/1-2/9/3A	Telephone, Email And Fax Use	Existing technology may be used by local Union.	3				
2/10/1-2/10/3	Mail Service	Unions shall be allowed to use the mail system	3				
2/11/1	Visitations	Defines how/when Union Reps are admitted to the premises of the Employer during working hours.	2,3				
2/12/1	Executive Board of Council 24	Council 24 will furnish OSER the names, etc of elected Exec. Board members.	2				
2/13/1-6	Loss of Benefits	Employees on LWOP continue to earn vacation and sick leave	2				
2/14/1-2/14/4	Local Union Orientation	Time allowed to address new employees	2,3				
2/15/1	Utilization of Technologies	Policies pertaining to the Unions' interest utilizing new technologies.	2				

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Article III 3/1/1-2	Management Rights	Acknowledgement that management possesses the sole right to operate its agencies based on statute.	6			<u>111.90</u>	
Article IV 4/1/1-6	Grievance Procedure Definition	A written complaint regarding a contractual provision.	3,4,5,6	<u>ER 46</u>	Section G 10.0	<u>230.44</u>	WHRH Chapter 430
4/2/1-4	Pre-filing	A discussion before a grievance is filed.	3,4,5,6	<u>ER 46</u>	Section G 10.0	<u>230.44</u>	WHRH Chapter 430
4/2/5	Step One	Agency rep meets with employee and union rep and responds to grievance.	3,4,5,6	<u>ER 46</u>	Section G 10.0	<u>230.44</u>	WHRH Chapter 430
4/2/6	Step Two	Appealed to Appointing Authority if not settled.	3,4,5,6	<u>ER 46</u>	Section G 10.0	<u>230.44</u>	WHRH Chapter 430
4/2/7	Step Three	Appealed to Arbitration	3,4,5,6	<u>ER 46</u>	Section G 10.0	<u>230.44</u>	WHRH Chapter 430
4/2/8-10	Time Limits	Procedure for designated time limits	3,4,5,6	<u>ER 46</u>	Section G 10.0	<u>230.44</u>	WHRH Chapter 430
4/3/1-10	Arbitration Panel Procedures	Explains how an arbitrator is selected, cost, process.	3,4,5,6	<u>ER 46</u>	Section G 10.0	<u>230.44</u>	WHRH Chapter 430
4/4/1 A&B	Special Arbitration Procedures	Expedited and Umpire arbitrations procedures are explained	3,4,5,6	<u>ER 46</u>	Section G 10.0	<u>230.44</u>	WHRH Chapter 430
4/5/1	Retroactivity	Restrictions on settlement awards and time limits of such.	3,4,5,6	<u>ER 46</u>	Section G 10.0	<u>230.44</u>	WHRH Chapter 430
4/6/1-3	Pay status of Arb. witnesses	Identifies how employees are paid when subpoenaed	3,4,5,6	<u>ER 46</u>	Section G 10.0	<u>230.44</u>	WHRH Chapter 430
4/7/1	Exclusive procedure	This grievance procedure is the sole procedure for settling disputes.	3,4,5,6	<u>ER 46</u>	Section G 10.0	<u>230.44</u>	WHRH Chapter 430
4/8/1-7	Number of Reps. and Jurisdictions	Designates jurisdiction, number of union reps.	3,4,5,6	<u>ER 46</u>	Section G 10.0	<u>230.44</u>	WHRH Chapter 430
4/9/1	Union grievances	Right of the union to file a grievance	3,4,5,6	<u>ER 46</u>	Section G 10.0	<u>230.44</u>	WHRH Chapter 430

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4/10/1-9	Processing grievances	Explains pay status, schedule, time to investigate.	3,4,5,6	ER 46	Section G 10.0	230.44	WHRH Chapter 430
4/10/10	Information requests	Rules regarding information requests and the costs involved	3,4,5,6	ER 46	Section G 10.0	230.44	WHRH Chapter 430
4/11/1-10	Discipline	Cites employee rights and all other discipline related guidelines.	3,4,5,6	ER 46	Section G 10.0	230.44	WHRH Chapter 430
4/12/1-2	Exclusion of Probationary Employees	Explains how probationary employees are treated regarding discipline.	4,6,7	ER-MRS 13		230.28	WHRH Chapter 430
4/13/1-3	Concentrated Performance Evaluation	Contractual Provisions relative to CPE, PIP, CPPD	4,6,7	ER 45		230.28(2)	WHRH Chapter 430
Article V 5/1/1	Seniority	Clarification of the provisions addressing seniority of employees, employee information,	4	ER18.01(3)f ER 18.02 (2)			
5/1/2	Seniority	Clarification of the provisions addressing seniority of employees, employee information,	4	ER 18.02 (2)			
5/1/3	Seniority	Clarification of the provisions addressing seniority of employees, employee information,	4	ER 18.02 (2)			
5/1/4	Seniority	Clarification of the provisions addressing seniority of employees, employee information,	4	ER 18.02 (2)			
5/2/1	Seniority Information	Clarification of the provisions addressing seniority of employees, employee information,	4	ER 18.02 (2)			
5/2/2	Seniority	Clarification of the provisions addressing seniority of employees, employee information,	4	ER 18.02 (2)			
Article VI 6/1/1	Hours of Work - Standard	Provisions in regard to work hours	6			103.02 230.35	
6/2/1-12	Scheduling	Provisions of how work is scheduled in various BU's	3				
6/3/1-6/3/8	Overtime	Definitions, travel , FLSA issues all related to paying and eligibility of OT	5,7		Section A 4.00		WHRH Chapter 520
6/4/1-6/5/2	Compensatory Time	How comp time is scheduled and taken.	7		Section A 4.00		WHRH Chapter 520

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6/7/1	Travel	Addresses work related travel	7		Section F		<u>WHRH Chapter 520</u>
6/8/1	Meetings	Time spent in employer directed meetings considered work time.	2,3				
6/9/1	Alternative Work Sites	Employees may work at alternate work sites with management's approval.	2,3				
6/10/1	Rest Periods	Addresses rest periods in BU's	2,3				
6/10/2	Rest Periods	Addresses rest periods in BU's	2,3				
6/11/1	Wash-up Time	Wash-up time provisions explained	2,3				
6/12/1-6/12/2	Meal Periods	Meal Periods provisions explained	2,3				
6/13/1	Call-Back Time	Provisions covering employees who report to work after being called back for duty or called in on the employee's day off	5		Section A 4.00		
6/13/2-6/13/4	Call-Back Time	Provisions covering employees who report to work after being called back for duty or called in on the employee's day off	5		Section A 4.00		
6/14/1	Calls at Home	Provisions covering employees who are called at home about job-related business.	4,7				<u>WHRH Chapter 520</u>
6/15/1	Elected Officials Attending Mtgs.	References to certain election related time off	2,3				
6/16/1	Court Appearances	Off duty appearances by law enforcement officers	2,3				
6/17/1-6/17/9	Alt. Work Patterns	Language covering alternative work patterns, job sharing, flexible time, non-standard workweek.	4,6	ER 42		230.215	
6/18/1	Telecommute	A concept that involves formal, scheduled work location alternatives.	3				
6/19/1-6/19/2	Telephone Related Conceptual Agreements	Language prohibiting P&P agents home telephone numbers being printed. P&P agents get credit points if called at home.	2,3				
<u>Article VII</u> 7/1/1-7/9/1	Transfers	Provisions covering the administration of filling vacancies internally and externally.	4,6	ER-MRS 15		230.29	

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Article VIII 8/1/1-3	Application of Layoff	Provisions recognizing employer's right to layoff employees, or reduce their hours of employment.	4,6,7	ER-MRS 22		230.34	WHRH Chapter 232 and Chapter 234
8/2/1-2	General Layoff Procedures	General rules for employees after receipt of layoff notice	4,6,7	Ch. ER-MRS 22		230.34	WHRH Chs. 232 and 234
8/3/1-3	Notice of layoff	Notification to the union and employees	4,6,7	Ch. ER-MRS 22		230.34	WHRH Chs. 232 and 234
8/4/1-2	Reduction in hours	Reduce work hours in lieu of layoff	4,6,7	Ch. ER-MRS 22		230.34	WHRH Chs. 232 and 234
8/5/1-3	EE options upon notification	Covers options given the employee after notified of layoff.	4,6,7	Ch. ER-MRS 22		230.34	WHRH Chs. 232 and 234
8/6/1-5	Restoration	Administrative code definition and procedure.	4,6,7	Ch. ER-MRS 22		230.34	WHRH Chs. 232 and 234
8/7/1-2	A reasonable offer	An offer of a job as it relates to restoration and reinstatement.	4,6,7	Ch. ER-MRS 22		230.34	WHRH Chs. 232 and 234
8/8/1-3	Reinstatement	Administrative code definition and procedure	4,6,7	Ch. ER-MRS 22		230.34	WHRH Chs. 232 and 234
8/9/1	For informational purposes	Employees restored or reinstated may be placed on permissive probation at the discretion of the appointing authority.	4,6,7	Ch. ER-MRS 22		230.34	WHRH Chs. 232 and 234
8/10/1-2	Agency statewide emp. Unit LO	Applies only to those employees in statewide employing units	4,6,7	Ch. ER-MRS 22		230.34	WHRH Chs. 232 and 234
8/11/1-2	Priority of Article VII/VIII	Terms set forth if more than one employee is eligible for a vacancy.	4,6,7	Ch. ER-MRS 22		230.34	WHRH Chs. 232 and 234
8/12/1	Definition of Permanent Vacancy	For purposes of this Article, how a permanent vacancy is created	4,6,7	Ch. ER-MRS 22		230.34	WHRH Chs. 232 and 234
8/13/1-2	Relocation Expenses	Expenses payable re: layoff when transferring, demoting, or bumping	4,6,7	Ch. ER-MRS 22		230.34 20.917	WHRH Chs. 232 and 234
8/14/1-3	Layoff Benefits	HI coverages, conversion to cash., earning of sick leave and vacation	4,6,7	Ch. ER-MRS 22		230.34	WHRH Chs. 232 and 234

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8/15/1-2	Layoff Assistance	Options granted to employee when At Risk or Notice of Layoff.	4,6,7	Ch. ER-MRS 22		230.34	WHRH Chs. 232 and 234
Article IX 9/0/1-9/3/1	Health and Safety	Provisions related to training, tools, safety, first aid.	5		Section G 4.00		
9/4/1	Protective Clothing	Provisions re: what the employer will provide	5		Section G 5.00		
9/5/1	Confidential Records	Only authorized employees of the Employer shall have access employee medical records.	2,3				
9/6/1	Buildings	The Employer shall maintain all state-owned buildings.	2,3				
9/7/1	Medical Examination	Payment to employee if Employer requires exams	6			230.37 (2)	
9/8/1-9/8/3	Job-related Exposure to Disease	Provisions stating treatment for job related diseases, will be covered under Workers Comp.	4,6			230.36	
9/9/1	Motor Vehicles	State vehicles shall meet safety standards Vehicle use provisions.	2,3				
9/9/2	Motor Vehicles	State vehicles shall meet safety standards Vehicle use provisions.	2,3				
9/9/3-9/9/4	Motor Vehicles	State vehicles shall meet safety standards. Vehicle use provisions.	2,3				
9/10/1-9/10/5	Foot Protection	Employer requirement for foot protection and reimbursement of such.	5		Section G 4.00		
9/11/1	Safety Inspection	Union official released without loss of pay for inspections.	2,3				
9/11/2	Safety Inspection	Furnishing of reports to union.	6			19.35	
9/12/1	Compliance Limitation	Compliance limited to funds provision.	2				
9/13/1	Department of Commerce	The provisions of Wis. Admin. Code Comm. 32 shall apply to employees covered by this Agreement.	2				
9/14/1-9/15/1	Joint Committee - Health and Safety	Provisions re: efforts to be made by the employer for H&S of employees and all related matters of H&S	2,3				

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9/16/1-9/16/3	Joint Health and Safety Committee Report on Ergonomics	Provisions re: efforts to be made by the employer for H&S of employees and all related matters of H&S	2,3				
9/17/1-9/17/3A&B	Computer Display Eye Examinations	Reimbursement for exams, break duration provisions.	2				
9/18/1-9/18/3	Safety Eyewear	Providing and purchasing of glasses for work related reasons.	5		Section G 4.00		
9/19/1-9/19/2	Weather Related Consideration	Provisions for employee health/safety, and foul weather gear discussed at labor/management meetings.	2				
9/20/1	Violence in the Workplace	Provisions citing the mutual responsibility for eliminating violence in the workplace.	2				
9/20/2	Violence in the Workplace	Provisions citing the mutual responsibility for eliminating violence in the workplace.	2				
Article X 10/0/1-10/0/2	Hearing Officer	WERC may appoint at their discretion re: appointments, promotions, classifications.	6			<u>230.45</u>	
Article XI 11/1/1-11/1/9	Discrimination	Provisions covering a discrimination/ harassment free environment.	1,6			<u>111</u>	
11/1/10-11/1/11	Hostile Work Environment	Both parties agreement toward zero tolerance and proper notification.	1,6			<u>111</u>	
11/2/1-11/3/1	Union-Management Meetings	Provisions and agenda, location, pay status guidelines for such meetings.	2,3				
11/5/1-11/5/2	Notice of Promotional Exams	Provisions for posting and providing copies of such notices.	2,3				
11/6/1-4	Uniforms	Provisions for requirements and reimbursement of standard and unique uniforms including blazers, sport shirts, dress suits, etc.	2,3,5		Section G 5.00		
11/7/1-11/7/4	Damaged Personal Property	Reimbursement of and cost of repairing personal property.	5		Section G 2.00		
11/8/1-11/8/4	Work Rules	Establishment of work rules and their reasonableness.	1,3,6			<u>111.90(2)</u>	

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11/9/1-11/9/7	Inclement weather	Inclement weather affects on tardy, absenteeism, leave requests.	6,7			<u>230.35 (5)(c)</u>	<u>Chapter 736</u>
11/10/1	Distribution of Pay Checks	Provisions re: current distribution practice.	2,3				
11/11/1-4	Commercial Drivers Licenses and School Bus Endorsements (CDL/SBE)	Involves cost and requirements, testing, reimbursement for CDL Licenses	5		Section G 6.00		
11/12/1-11/12/2	Advisory Training Committee	A joint Management-Union Advisory Training Committee may be established when impending layoffs are verified.	2				
11/13/1	Training and Education	Job related educational activities are defined here, in addition to pay status.	4,6	<u>ER 44</u>		<u>230.046</u>	
11/13/2-10	Training and Education	Covering procedure for educational time off	4,6	<u>ER 44</u>		<u>230.046</u>	
11/14/1-11/14/8	Professional Development for Social Services Unit	Pay status, travel time, training at direction of employer. All related to PSS Unit	4,6	<u>ER 44</u>		<u>230.046</u>	
11/15/1-3	Personnel Files	Policy and procedure in regards to viewing of the P-File, notification to the employee, what should be removed from P-File.	7				Chapter 748 must be updated
11/16/1-11/16/3	Contracting Out	Speaks to the employers obligation for notification to the union and discussion when contracting is contemplated.	6			<u>16.705</u>	
11/17/1	Liability Protection	References that the employees of these bargaining units are covered by the provisions of s. 895.46, Wis. Stats.	6			<u>895.46</u>	
11/18/1-3	P.E.O.P.L.E. deductions	Provisions re: employer deductions	2				
11/19/1-11/19/2	Affirmative Action	Provisions covering AA programs, committees, union appointees to AA committees.	4	<u>ER 43</u>			

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11/20/01-11/20/02	Blood Donations	Language covering releasing employees to donate blood	2,3				
11/21/1	Employing Unit Designations	Notification to union when there is a change in employing unit (link) Employing Unit Listing	2				
11/22/1-11/22/4	Employee Assistance	Contractual guidelines for Employee Assistance. (link) Employee Assistance Link on OSER Website	2,3				
11/23/1-11/23/2	Child Care	Provide employees with information related to child care & family issues. (link) Employing Unit Listing	2,3				
11/24/1	Employees' Org. Activities for PSS.Unit	The Employer shall permit the employee organizational activities on the Employer's premises and the use of the Employer's facilities.	2,3				
11/25/1	Whistleblower	Employer agrees to abide by law	6			230 Sub Chapt. III	
11/26/1-2	Committees	Creation of quality committees and others; topics of, and pay status during.	2,3				
11/27/1	Arrest/Conviction Record	Stipulations for using pre-employment records, removing employees after the fact.	7				WHRH 246
11/28/1-11/28/4	Nurse Aide Registration	State institutions where nurse aide registration is required, Employer will recognize employees as eligible to perform the duties of an aide who have been grandfathered	3,4,6	ER 44		230.046	
Article XII 12/1/1	Wages	The Employer will provide the wage adjustments and/or lump sum wage payments to eligible employees as set forth in Article XII.	5		Section A and Section E		
12/1/2	Administrative Support Unit	Contains provisions I regards to GWA, Pay Schedule Implementation, Pay Progression Elimination, Market Adjustment Provisions and Classification Reassignments.	5		Section A and Section E		

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12/1/3	Blue Collar Unit	Contains provisions I regards to GWA, Pay Schedule Implementation, Pay Progression Elimination, Market Adjustment Provisions and Classification Reassignments.	5		Section A and Section E		
12/1/4	Security and Public Safety Unit	Contains provisions I regards to GWA, Pay Schedule Implementation, Pay Progression Elimination , Market Adjustment Provisions and Classification Reassignments.	5		Section A and Section E		
12/1/5	Technical Unit	Contains provisions I regards to GWA, Pay Schedule Implementation, Pay Progression Elimination , Market Adjustment Provisions and Classification Reassignments.	5		Section A and Section E		
12/1/6	Professional Social Services Unit	Contains provisions I regards to GWA, Pay Schedule Implementation, Pay Progression Elimination , Market Adjustment Provisions and Classification Reassignments.	5		Section A and Section E		
12/1/7-10	Wage Adjustments	Various provisions covering affects on implementation of wage adjustments	5		Section A and Section E		
12/2/1	Pay Progression	Apprenticeship Training Representative Pay Progression	5		Section A 2.05		
12/2/2	Pay Progression	Cadet Specialist Pay Progression	5		Section A 2.05		
12/2/3	Pay Progression	Employment and Training Counselor Pay Progression	5		Section A 2.05		
12/2/4	Pay Progression	Employment and Training Specialist Pay Progression	5		Section A 2.05		
12/2/5	Pay Progression	Experiential Recreation Specialist Pay Progression	5		Section A 2.05		
12/2/6	Pay Progression	Labor Market Analyst Pay Progression	5		Section A 2.05		

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12/2/7	Pay Progression	Medigap Insurance Specialist Pay Progression	5		Section A 2.05		
12/2/8	Pay Progression	Offender Classification Specialist Pay Progression	5		Section A 2.05		
12/2/9	Pay Progression	Ombudsman Services Specialist Pay Progression	5		Section A 2.05		
12/2/10	Pay Progression	Probation and Parole Agent Pay Progression	5		Section A 2.05		
12/2/11	Pay Progression	Psychological Associate Pay Progression	5		Section A 2.05		
12/2/12	Pay Progression	Psychological Services Assistant Pay Progression	5		Section A 2.05		
12/2/13	Pay Progression	Recreation Leader Pay Progression	5		Section A 2.05		
12/2/14	Pay Progression	Rehabilitation Case Manager Pay Progression	5		Section A 2.05		
12/2/15	Pay Progression	Social Worker-Corrections Pay Progression	5		Section A and Section E		
12/2/16	Pay Progression	Vocational Rehabilitation Counselor Pay Progression	5		Section A 2.05		
12/3/1	Recruitment Rates	If the Employer uses Hiring Above the Minimum (HAM) or Raised Hiring Rates (RHR) for recruitment, the Employer will notify the Union	5		Section A and Section E		
12/4/1	Pay Period	Each employee covered by this Agreement shall be paid on a biweekly basis.	5		Section A and Section E		
12/5/1-3	Shift Differential	Provisions covering differential pay where applicable	5		Section A and Section E		

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2007-09 WSEU Contract

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WSEU Article / Section	Title	Title Definition	Applicable Reference				
			Ref. Code	Admin Code (4)	Comp Plan (5)	Statute (6)	Handbook Chapter (7)
12/6/1-2	Standby/On Call	Provisions regarding compensation for each.	5		Section A and Section E		
12/7/1	Flight Pay	Compensation provisions based on flight requirements	5		Section A		
12/7/2	DOA Aircraft Mech	Compensation provisions based on flight requirements	5		Section A		
12/8/1	Add-ons	Employees classified as Psychologist Doctorate shall receive a salary add-on equal to thirteen percent (13%) of the minimum of the pay range	5		Section A 4.00		
12/8/2	Add-ons	Supplement the base pay of an employee whose position has been allocated to the Aircraft Mechanic classification,	5		Section A 4.00		
12/8/3	Add-ons	When a Fire Crash Rescue Specialist 3 is not available the Employer may designate an employee classified as a Fire Crash Rescue Specialist 2 as a relief lead worker for that shift.	5		Section A 4.00		
12/8/4	Add-ons	An add-on of one dollar (\$1.00) per hour shall be paid to supplement the base pay of an employee whose position has been allocated to Licensed Practical Nurse, or Nursing Assistant 1, 2, or 3	5		Section A 4.00		
12/8/5	Add-ons	Certain employees (e.g. Military Affairs Security Officer Entry) at DMA who are qualified and regularly required to carry a firearm shall receive an add-on of \$2.00 per hour.	5		Section A 4.00		
12/8/6	Add-ons	One dollar per hour shall be paid to supplement the base pay of an employee whose position has been allocated to Job 162 Coach position at Central Wisconsin Center.	5		Section A 4.00		
12/8/7	Add-ons	Employees classified as Veterinary Technician 1, 2, and 3 who are employed within the University of Wisconsin – Madison shall receive an add-on of \$1.00 per hour	5		Section A 4.00		

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			Ref. Code	Admin Code (4)	Comp Plan (5)	Statute (6)	Handbook Chapter (7)
12/8/8	Add-ons	Employees classified as Veterinary Technician 1, 2, and 3 who are employed within the University of Wisconsin – Madison shall receive an add-on of \$1.00 per hour based on certification.	5		Section A 4.00		
12/8/9	Add-ons	Employees classified as Animal Research Technician, Animal Research Technician – Objective/Intermediate, Animal Research Technician – Senior, and Animal Research Technician – Advanced who are employed within the University of Wisconsin – Madison shall receive an add-on of \$1.00 per hour	5		Section A 4.00		
12/8/10	Add-ons	Employees classified as Power Plant Assistant, Power Plant Operator, Power Plant Operator – Senior, and Power Plant Operator – In Charge who are permanently assigned or temporarily assigned to one of these named facilities for longer than four weeks, shall receive an add-on	5		Section A 4.00		
12/8/11	Add-ons	Employees in the Department of Military Affairs classified as Fire/Crash Rescue Specialist 1-Trainee or Fire/Crash Specialist 1, 2, or 3, are eligible for a skill-based add-on on the following based on various certifications.	5		Section A 4.00		
12/8/12	Add-ons	Effective June 22, 2008, Conservation Wardens performing Field Training Officer (FTO), Background Investigator, Firearms, Defensive and Arrest Tactics (DAAT), Vehicle Contact, Emergency Vehicle Operations (EVO), Professional Communications and Standardized Field Sobriety Testing (SFST) Instructor duties shall be paid an add-on of one dollar and fifty cents (\$1.50) per hour to that Conservation Warden’s base pay	55		Section A 4.00		

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WSEU Article / Section	Title	Title Definition	Applicable Reference				
			Ref. Code	Admin Code (4)	Comp Plan (5)	Statute (6)	Handbook Chapter (7)
12/9/1	Administrative date for pay adjustments	The Employer agrees to continue to implement all bargainable pay adjustments affecting employees covered under this Agreement at the beginning of the pay period falling closest to the statutory or administrative date of said adjustments.	5		Section A 2.00		
12/10/1	Periodic classif./pay range assignment mtgs.	The parties agree to meet during the life of this Agreement, to discuss the assignment of new bargaining unit classifications or reassignment of existing bargaining unit classifications to pay ranges.	2				
12/10/2	Periodic classif./pay range assignment mtgs.	Absent mutual agreement as provided under 12/8/1 above, the assignment/reassignment of a bargaining unit classification to a pay range will not be implemented during the life of the contract when such action will adversely impact contractual rights	2				
12/10/3	Periodic classif./pay range assignment mtgs.	Pay range assignment/reassignment decisions implemented by the Employer as provided under this Article are not grievable under provisions of Article IV of this Agreement.	2				
12/10/4	Periodic classif./pay range assignment mtgs.	During the life of this Agreement, the OSER, upon mutual agreement of the parties, will meet with Council 24 designated bargaining team members for the purpose of identifying and discussing classification issues.	2				
12/11/1	Pay Administration	Order of Application of Transactions: The order of application of transactions involving pay adjustments which occur on the same date shall be implemented in accordance with the provisions of s. ER 29.04, Wis. Adm. Code, unless otherwise stated in this Agreement.	5		Section E 2.00		
12/11/2	Pay Administration	Correctional Officer, Correctional Sergeant, Psychiatric Care Technician, Youth Counselor and Youth Counselor-Advanced Pay Administration	5		Section A and E 2.00		

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WSEU Article / Section	Title	Title Definition	Applicable Reference				
			Ref. Code	Admin Code (4)	Comp Plan (5)	Statute (6)	Handbook Chapter (7)
12/11/3	Pay Administration	Provisions of this section shall apply for all personnel transactions to, between, or within positions allocated to classifications in any of the Administrative Support, Security and Public Safety, Technical, and Professional Social Services bargaining units.	5		Section A and E 2.00		
12/11/4	Pay Administration	Pay administration for various classifications in accordance with Appendix 5 and 7.	5		Section A and Section E		
12/11/5	Pay Administration	On completion of any personnel transaction, the employee shall receive a base pay rate no lower than the minimum of the appropriate pay range.	5		Section A and Section E		
12/11/6	Pay Administration	All pay transactions are subject to the pay range maximum unless the pay is determined in accordance with provisions that allow the pay rate to exceed the pay range maximum or the employee is receiving a temporary transaction rate (TTR).	5		Section A and Section E		
12/11/7	Pay Administration	There shall be no pay increase upon completion of the first six months of any probationary period.	5		Section A and Section E		
12/11/8	Pay Administration	On promotion, movement to a higher pay range within a lettered classification, regrade for reclassification or reallocation to a higher pay range, or reinstatement to a higher pay range, the employee's current base pay rate shall be increased by the Range Adjustment amount (RA) for the pay range.	5		Section A and Section E		
12/11/9	Pay Administration	On regrade for reclassification or reallocation to the same, counterpart, or lower pay range, the employee's current rate of pay shall be retained.	5		Section A and Section E		

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WSEU Article / Section	Title	Title Definition	Applicable Reference				
			Ref. Code	Admin Code (4)	Comp Plan (5)	Statute (6)	Handbook Chapter (7)
12/11/10	Pay Administration	On voluntary demotion, excluding those in 12/11/11, the employee's current base pay rate shall be decreased by each RA starting with the pay range of the position from which the employee is moving and including all of the RAs between the original position and the new position.	5		Section A and Section E		
12/11/11	Pay Administration	On involuntary demotions, demotions in lieu of layoff, or demotion after being designated at risk under 8/2/1, the employee shall continue to be compensated at their present rate of pay.	5		Section A and Section E		
12/11/12	Pay Administration	On voluntary transfer, except those in 12/11/13, the employee shall continue to be compensated at their present rate of pay.	5		Section A and Section E		
12/11/13	Pay Administration	On involuntary transfers, transfers in lieu of layoff, or transfers after being designated at risk under 8/2/1, the employee shall continue to be compensated at their present rate of pay.	5		Section A and Section E		
12/11/14	Pay Administration	On reinstatement, the employee's base pay rate shall be determined based on class level criteria.	5		Section A and Section E		
12/11/15	Pay Administration	On restoration, the employee shall receive a base pay rate equal to the last rate received in the position from which restoration rights are derived plus intervening adjustments.	5		Section A and Section E		
12/11/16	Pay Administration	On movement to a trainee position, a current employee's base pay rate shall be determined in accordance with provisions applicable to the transaction type involved	5		Section A and Section E		
12/11/17	Pay Administration	A TTR received under the provisions of Appendix 5 shall continue if the employee is subsequently covered by the provisions of this section and the employee's base pay rate is over the maximum of the applicable pay range	5		Section A and Section E		

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			Ref. Code	Admin Code (4)	Comp Plan (5)	Statute (6)	Handbook Chapter (7)
12/11/18	Pay Administration	Any personnel transaction not covered in this section will be administered in accordance with Chapter ER 29, Wis. Adm. Code.	5		Section A and Section E		
Article XIII 13/1/1-5	Employee Benefits	Provisions covering Health Insurance contributions, level of benefits, premiums, applicable deductions.	4,6	<u>ER18</u>		<u>40</u> <u>230.35</u>	
13/2/1-3	Life Insurance	Provisions covering Health Insurance contributions, level of benefits, premiums, applicable deductions	6			<u>40</u>	
13/3/1-5	Dental Insurance	Provisions covering Health Insurance contributions, level of benefits, premiums, applicable deductions	2				
13/4/1	Income Continuation	Agreement by the Employer to continue the income continuation program and administrative provisions of the program provided under Chapter 40, Wis. Stats.	6			<u>40</u>	
13/5/1-13	Sick Leave	The provisions of the agreement by the Employer to provide a sick leave plan are and the provisions of the plan are laid out.	4,6	<u>ER. 18.03</u>		<u>230.35(2)</u>	
13/5/14-17	Bereavement Time Off	Where death occurs in the immediate family of an employee, accrued sick leave may be used.	4	<u>ER18</u>			
13/6/1-12	Paid Annual Leave of Absence (Vacation)	The Employer agrees to provide employees with a formal paid annual leave of absence plan (vacation) as set forth.	4,6,7	<u>ER18</u>		<u>230.35</u>	<u>WHRH 716</u>
13/7/1-6	Leave for Promotional Exams	Provisions regarding the agreement to provide leaves of absence for promotional examinations during scheduled work hours.	4	<u>ER18</u>			
13/8/1-9	Leaves of Absence Without Pay	Provisions for the granting of LOA for reasons such as exams, interviews, education, dependent care, bereavement and court appearances.	4,6,7	<u>ER18</u>		230.35(2)	<u>WHRH 740</u>
13/9/1-7	Holidays	Holiday time off and pay provisions.	4,6	<u>ER18</u>		<u>230.35</u>	
13/10/1A-7	Military Service	Addresses active duty and annual training	4,5	<u>ER18</u>	Section K		
13/11/1-3	Jury Duty and Witness Status	Pay and time off provisions regarding Jury Duty and Witness Status.	4	<u>ER18</u>			
13/12/1	Voting Time	Time off for voting when unable to do so during non-working hours.	4,6	<u>ER18</u>		<u>230.35</u>	

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			Ref. Code	Admin Code (4)	Comp Plan (5)	Statute (6)	Handbook Chapter (7)
13/12/2	Election Officials Time Off on Election Day	Defines who is allowed off and how they are paid during public elections.	6			7.03	
13/13/1-5	Retirement	Provisions re: WRS and Chapter 40	6			40	
13/14/1-5	Meals While on Duty	Employer will provide meals without charge to employees who are required to take meals in the performance of assigned duties.	5		Section F 4.00		
13/15/1	Hazardous Employment	Agreement Language states that 230.36 will continue. Contains expanded language for certain agency employees not specifically listed in s. 230.36	6			230.36	
13/15/2-10	Hazardous Employment Status	Speaks to application requirements under 230.36, timelines regarding claims and notification to the employee and union, light duty assignments.	6			230.36	
13/16/1-6	Administration of Worker's Comp. Benefits	The Employer will comply with Chapter 102	4,6	ER 28		102	
13/17/1-3	Hostage Leave	Provisions covering exam/leave of absence when Employer determines employee was held hostage.	5				
13/18/1-12	Catastrophic Leave	Provision allowing employees to voluntarily donate leave time to another employee, conditionally.	4,6,7	ER 18.15		230.35	WHRH 660
13/19/1	Employee Funded Reimbursement Account	Opportunity for bargaining unit employees to participate in the Employee-funded Reimbursement Account program as administered under the provisions of Chapter 40, Wis. Stats.	6			40.85	
13/20/1	Critical Incidents	When the employer determines that an extraordinary event has occurred which has the potential for causing trauma to an employee(s), the appointing authority may initiate treatment.	3				
13/21/1	Specialized Disaster Relief Services	Provision regarding leaves of absence for employees participating in specialized disaster relief services.	6			230.35	
Article XIV 14/1/1-4	No Strike or Lockout	Employees are prohibited from causing a work stoppage.	1,6			111.89	

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			Ref. Code	Admin Code (4)	Comp Plan (5)	Statute (6)	Handbook Chapter (7)
14/2/1	Dispute Resolution	Process for settling disputes if a work stoppage arises.	2,3				
Article XV 15/1/1-2	General	Obligation to bargain. Provisions covering the collective bargaining process.	2				
15/2/1	Partial Invalidity	If a part of the agreement is deemed invalid by law, this provision prevents the entire agreement from being invalid.	2				
15/3/1	Definition of Probationary Employee	An employee who is serving a probationary period as set defined in this section.	4,6	ER-MRS 13		230.28	
15/4/1	Definition of Appointing Authority	Person having final decision making authority in any agency.	6			230.03	
15/5/1	Definition of Seasonal Employment	Employment which normally permits attainment of permanent status in class through successive reinstatements.	4	ER-MRS 1.02			
15/6/1	Definition of Operational Need	The needs of the agency that are reasonably perceived by management as necessary for the performance of the agency's mission.	2,3				
15/7/1	Termination of Agreement	Provision that covers the terms and conditions of this contract.	2				
15/8/1	Negotiations of Future Agreements	The parties agreement on a timetable for reaching a new agreement.	2				
Article XVI 16/2/1-16/5/3	Travel	Provisions covering travel in regards to the definition of travel, mileage, reimbursement, schedule, etc.	5,7		Section F 4.00		Ch. 520
NN#1	Rest Breaks	The procedure developed for Correctional Officers and Youth Counselors shall be used in dispute over rest breaks.	2,3				
NN#2	Rest Breaks ULP	Upon agreement on rest periods as a result of negotiations, WSEU shall withdraw the ULP presently pending before the Wisconsin Employment Relations Commission	2,3				

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NN#3	Rest breaks for correctional officers and youth counselors	Local Union and local management shall meet as soon as possible after effective date of Agreement to negotiate a solution to the problem of providing rest periods.	2,3				
NN#4	FLSA COVERAGE	The parties recognize their obligation to abide by the U.S. Department of Labor's requirements relating to the State's coverage by the Fair Labor Standards Act	7				<u>Ch. 520</u>
NN#5	OT For DNR TECH & Blue Collar & SPS Rangers	The Employer agrees to compensate all Technical and Blue Collar employees and employees in the SPS unit classified as Ranger at the premium rate of time and one-half.	5,7		Section A 4.00		<u>WHRH Chapter 520</u>
NN#6 & NN#6A	Selected Classes included in SPS BU in the DNR OT and Holiday	Conservation Wardens, Environmental Wardens, Safety Specialist Wardens and Special Investigative Wardens shall be granted overtime credits for all hours in pay status beyond eighty (80) hours. (NN#6A REPLACES NEGOTIATING NOTE 6)	5,7		Section A 4.00		<u>WHRH Chapter 520</u>
NN#7	Training assist. to Dev. Disabled Ctr. Employees.	Employer agrees, within the limits of funds provided for this purpose, to provide assistance to permanent bargaining unit employees of the Department of Health and Family Services' Centers for the Developmentally Disabled who have either received their notice of layoff or who voluntarily acquire other employment.	3,4,6	<u>ER 44</u>		<u>230.046</u>	
NN#8	Performance Evaluations	Provisions addressing concerns of references made by supervisors in performance evaluations.	4,6	<u>ER 45</u>		<u>230.28</u>	
NN#9	OT for Fire Crash Rescue Specialist Classification.	Employees in positions in this classification will be eligible for overtime compensation at the premium rate only after they exceed one hundred six (106) hours in pay status in a biweekly pay period.	5		Section A 4.01		
NN#10	Time Reporting Records – BC Unit	Employee time reporting records shall be made available for inspections upon written request from the local union president. If copies of records are requested, reasonable copy fees will be charged.	6			<u>19.35</u>	

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NN#11	Duties outside of Position Description	Employees not disciplined for refusing classroom training unless explicitly required to.	2,3				
NN#12	Annual Leave Schedule Fire-Crash Rescue	Annual Leave Schedule for employees in the classifications of Fire Crash Rescue Specialist 1-3 at the DMA Affairs.	5		Section K 3.00		
NN#13	Grooming code	Agreed to by DOC and union for all uniformed and non-uniformed correctional officers	2,3				
NN#14	RMRs	Restrictions to implementation of Raised Minimum Rates	7				Chapter 560
NN#15	Passing of medication	No discipline imposed for unintentional errors made during the passing of medication.	2,3				
NN#16	DOT-DMV only	Employee in pay status when at a worksite other than the assigned headquarters.	2,3				
NN#17	Add-On Pilot program	Alternative compensation patterns dealing with responsibilities and other duties as may be assigned to employees.	5				
NN#18	(PSS) Steward Activities	Ground rules for PSS caseload and steward duties.	2,3				
NN#19	P&P Agent Transfer	P&P Agent transfer provisions	4,6	ER-MRS 15		230.29	
NN#20	P&P Agents (C) and Social Worker-Corrections (C), and Offender Classification Specialists (B) Permissive Transfers	Provisions covering permissive transfers between Probation and Parole Agents (C), Social Worker-Corrections (C), and Offender Classification Specialists (B)	4,6	ER-MRS 15		230.29	
NN#21	OT Probation and Parole Agents	Practices and procedures regarding OT for P&P Agents Employed by DOC	3,7		Section A		WHRH Chapter 520
NN#22	AALAS Certification for UW-Madison Animal Research Technicians	Discussions and agreements to provide on-site training and exam (without loss of pay) to employees.	2,3				

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NN#23	DHFS – Clinical Social Workers	Social Workers obtain a clinical social worker license and submit documentation, reallocated to Social Worker-Clinical classification	2,3				
NN#24	Distribution of Medication in DHFS/MMHI & DVA/Union Grove	Note discussing the parameters for medication distribution.	2,3				
NN#25	Reimbursement within HQ City Meals for Cons. Warden Trng Officers	Provisions for meal reimbursement.	5		Section F		
NN#26	Pay Administration Psychologist – Licensed – Ch. 980 Treatment Provider – Ch. 980		5		Section A		
<u>MOU#1</u>	Sick Leave Study	Joint study for sick leave incentive programs.	2,3				
MOU#2	Communication between Regional Managerial Staff and P&P Agents	The parties agree to attempt to resolve the issues.	2,3				
MOU#3	Correctional Sgt and Youth Counselor Adv. Demotion	Employees classified as Correctional Sgt. or Youth Counselor - Advanced shall be allowed to voluntarily demote to a Correctional Officer or Youth Counselor	2,3				
MOU#4	Direct deposit of Paychecks	Employees encouraged to set up Direct deposit to avoid payroll issues/delays.	2,3				
MOU#5	Layoff	Employer will use the Employee Referral Service to retain the most qualified employees.	2,3				
MOU#6	DOC – P& P Agent Caseloads.	Practices and procedures re: Probation and Parole Agent caseloads.	2,3				
MOU#7	DOC P&P Agent Work Schedules.	Determination of work schedules for Probation and Parole Agents.	2,3				

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MOU#8	PSS Beepers	Provisions re: carrying beepers when off duty	5				
MOU#9	DOC - P & P Agents use of beepers during off duty hours.	Clarification of beeper usage	2,3				
MOU#10	Joint Independent Medical Examiners	Establish a program and procedures for mutually agreed-upon Independent Medical Examiners and/or Examinations	2,3				
MOU#11	Alt. Work Patterns	A Joint Committee on Alternative Work Patterns shall be established.	2,3				
MOU#12	Pay rate for select voluntary demotions DATCP	A pilot program allowing Food Safety Inspector-Objective, Meat Safety Inspector-Objective, and Multiple Product Grader-Objective, to voluntary demote.	2,3				
MOU#13	Injured Workers Re-employment	Employer, prior to medical termination will make a good faith effort transfer, demote, etc prior to termination.	2,3				
MOU#14	SPS - Transfers	Youth Counselors and Correctional Officers on leave shall be considered eligible to transfer	2,3				
MOU#15	Transfer in event of closing of Youth facility	Conditions under which Youth Counselors may transfer if a juvenile facility is closed or converted to adult facility.	2,3				
MOU#16	SPS – Wrongful Orders	Provisions to address those situations when an employee is ordered (held-over)	2				
MOU#17	Machinist Apprenticeship	Request in developing and implementing an apprenticeship program in the trade of machinist at the UW- Madison for Instrument Makers and Mechanicians.	2,3				
MOU#18	AFSCME Council 24 WSEU and DNR Re: Transfers	Transfer between the classifications of Environmental Warden, Safety Specialist Warden and Special Investigative Warden and voluntary demotion from these classifications to Conservation Warden.	2,3				

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MOU#19	WSEU and DNR Re: LTE's	Provisions to review use of LTE's	2,3				
MOU#20	Experiential Recreation Specialist and Youth Counselors.	Pay for Experiential Recreation Specialists and Youth Counselors camping overnight	2				
MOU#21	Labor Management Cooperation	MOU that stresses emphasis on achieving mutual gain through working together.	2				
MOU#22	Joint Labor/Mgt Apprenticeship Comm.	A joint labor/management apprenticeship committee to explore the expansion of apprenticeship programs.	2,3				
MOU#23	Black Belts & Black Shoes - DOC& DHFS	Pay for Correctional Officer, Youth Counselor and SRSTC and WRC Psychiatric Care Technician.	5		Section G 4.00		
MOU#24	Email Lists	Provision re: OSER to provide employees' work email addresses to be included on the information provided under 2/4/2 and 5/2/1. OSER agrees to explore the feasibility.	2				
MOU#25	Contracting out procurements Under Ch. 16, Wis. Stats.	State agencies will abide by current policies and CBA's regarding notice of contracting out to unions.	6			<u>16</u>	
MOU#26	Act 33 - Layoff	Identifies an option available to employees who have been formally notified of layoff.	4	ER-MRS 22			
MOU#27	Restoration from Layoff	Identifies an option available to employees who have been formally notified of layoff.	4				
MOU#28	Correctional Sgt. Promotion (SPS)	An employee with permanent status/satisfactory performance, who promotes and fails to pass probation will have the right to return to a vacancy .	2,3				
MOU#29	PSS DOC Beepers	Provisions re: Clinical Service Staff employees required to carry "beepers" during off duty hours and respond to work-related calls	5				

Reference Codes:

1=Pursuant to State Employment Labor Relations Act (SELRA); 2=Either prohibited or not a subject of bargaining under Act 10; 3=Agency Discretion; 4=Pursuant to Administrative Code; 5=Pursuant to Compensation Plan; 6=Pursuant to State Statute; 7=Pursuant to Wisconsin Human Resource Handbook (WHRH)

2007-09 WSEU Contract

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WSEU Article / Section	Title	Title Definition	Applicable Reference				
			Ref. Code	Admin Code (4)	Comp Plan (5)	Statute (6)	Handbook Chapter (7)
MOU#30	Regional Labor/Mgt ASU Staff	Provisions re: communications between Administrative Support staff and management staff will be encouraged at the regional level for the purpose of resolving local issues.	2,3				
MOU#31	Special Notice on Postings	Units with 24/7 operations will include in vacancy notice the possibility of former incumbent returning.	2,3				
MOU#32	TECH Unit Plumbing Specialty Add-on	Employees with a valid Master Plumber's License, or credentials..., receive an add-on.	5		Section A		
MOU#33	Fire Duty Readiness Payment for DNR Forestry Technicians	Supplemental payments for Department of Natural Resources Forestry Technicians (Weekday and Weekend)	5		Section A		
MOU#41	Rehabilitation Specialist For The Blind		2		Section A		
MOU#42	Add-On For AODA Certified Social Worker		5		Section A		
APP 1-10	Pay Schedules and SHICC Tables		5		Section Z		

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