

MEMORANDUM

May 31, 2007

TO: All Faculty

FROM: Leonard A. Carson, Chief Negotiator, UA
Cheryl Frohlich, Chief Negotiator, UFF

SUBJECT: Bylaws

The purpose of this memorandum is to inform you of an Interim Agreement reached between the University Administration and the UFF that relates to the subject of "bylaws". A copy of that Agreement is attached.

The process of drafting and approving bylaws pursuant to the collective bargaining agreement has proven to be a time-intensive project. Only four (4) departments have completed the process as to their performance evaluation bylaws. Therefore, in order that annual performance evaluations can be completed in a reasonably timely manner, the UA and the UFF have negotiated the attached Model Performance Evaluation Bylaw. This Model Bylaw must be used by those departments which have not yet received final approval of their departmental performance evaluation bylaws.

The process of bylaw development should continue as before. However, we have agreed to relax the contractual deadlines for bylaw drafting and submission. Any department which has not yet submitted for review its bylaws relating to the following subjects must do so not later than October 15. If you have not yet submitted your annual report and/or if you have not submitted information which is relevant to the performance criteria addressed in the Model Bylaw, you must do so not later than June 15.

Performance Evaluations
Promotion & Tenure
Colleagues' Appraisal
Summer Assignment
Travel

Any department can choose to use all or part of the Model Performance Evaluation Bylaw in lieu of developing its own bylaw on that subject. Any department which has not submitted a proposed performance evaluation bylaw by October 15 will be deemed to have selected the Model Performance Evaluation Bylaw as its departmental bylaw on that subject. It is absolutely critical that promotion and tenure bylaws be submitted by the earliest possible date.

Thank you for you anticipated cooperation in this most important matter.

Attachments