

## MEMORANDUM

**TO:** UNF Faculty

**FROM:** Henry Thomas, Chief Negotiator, UFF  
Leonard Carson, Chief Negotiator, UA

**DATE:** November 8, 2007

**SUBJECT:** Bylaws Development Status

This is a progress report on the development of department bylaws pursuant to the collective bargaining agreement.

A number of department bylaws were approved early in the process. In order to maintain consistency in the approval process, bylaws not approved by the initial deadline were held for review by the UA and UFF. The parties have now agreed upon Preliminary Guidelines for Bylaws Development. These Guidelines will be used by the UA and UFF in our review of the remaining bylaws that are now in the pipeline. Additional Guidelines may be developed as we continue that process. We expect our review process to be completed by the end of the semester, and all departments whose bylaws are being reviewed will receive them back with comments.

All departments who have not completed the bylaws writing process are urged to use the Preliminary Guidelines to assist them as they re-engage in the development of their bylaws.

Some of you have asked whether your bylaws related to evaluations can cover a period of more than one year in order to recognize research performed in years when there was no merit money available. That cannot be accomplished by bylaw since it would be contrary to the terms of the collective bargaining agreement. However, the UA and UFF are attempting in their negotiations to find a means by which the Salary article may, in any given year, provide merit payments based upon prior year(s) work in order to address those years in which no merit money was available. We have not yet found an appropriate solution to this issue, but we continue to direct our attention to its resolution.

Thank you for your effort and cooperation. We will continue to keep you advised of our progress.