

## Agreement

Re: UNION OBSERVER STATUS and CPC

The following is agreed to for Spring 2005.

1. The CPC will publish in writing the operational guidelines that govern its internal procedures. Procedural violations would include violations of the CPC's own bylaws, of the Master Agreement, Section 6136 of the Manual of Policies and Procedures or any law governing procedure.

2. The SFT withdraws its grievance regarding an SFT observer on the CPC. However, the parties reserve their respective positions on that grievance.

3. For Spring 2005, if a member of the CPC perceives there has been a procedural violation, he/she should report this to the Chair of the CPC. The Chair shall immediately call a special meeting to discuss the claim of procedural violation. If a member believes the Chair is the person who violated procedure, then the member himself/herself should convene a special meeting of the CPC to discuss the claim. After discussion by the CPC at the special meeting, the CPC should vote to decide whether or not there was a procedural problem.

4. If a majority of the CPC votes that there was a procedural violation, then the Chair should reconvene the CPC to reconsider the affected files. It is understood that the Chair will direct the committee to reconsider those cases in adherence to established College guidelines, being particularly careful to avoid repeating the violation. No further notice need be given.

5. If one or more CPC members believe there was a procedural violation despite the majority finding, then the CPC shall make a report to the Provost and President of the SFT, and the affected applicants. The report should include: the nature of the claimed violation; the identity of the file or files affected by the violation; and the vote of the CPC at its special meeting. Claims of violations must be made no later than 48 hours prior to the scheduled due date of the Committee's letter. Upon receiving such notice the Provost or SFT President may confer with the Chair of the CPC and/or convene a special meeting of the full CPC to investigate the claim and make their own determination as to whether there was a violation. If after investigation, the Provost and the SFT President determine that there was a procedural violation, the Provost will direct the CPC to reconsider the case in adherence to established College policies. The notice to reconsider will be made in writing and will identify the nature of the violation and the file or files to be reconsidered. ("Identified Procedural Violation.")

Directions to reconsider may alter timeliness of notification except those provided for in the Master Agreement.

Signed by:

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Richard Hale 12/22/04  
For the College

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Michael McGarvey 12/22/04  
For the SFT