



MEMORANDUM OF UNDERSTANDING BETWEEN
LANSING COMMUNITY COLLEGE
AND
LANSING COMMUNITY COLLEGE
PART-TIME CLERICAL TECHNICAL UNION, MEA/NEA
August 2, 2021

The parties recognize that during collective bargaining for the 2021-2023 collective bargaining agreement, the following language related to degree recognition that was agreed upon but may be subject to interpretations that are inconsistent with the parties' intent.

Previous Language:

H. Degree Recognition

1. Bargaining unit employees, after the completion of their probationary period, who earn a certificate or degree that is related to their current position and beyond what is specified in the band and level classification of their position shall be eligible for the degree recognition payment.
2. Bargaining unit employees are responsible for notifying the Human Resources Department of their qualification and providing the appropriate transcripts or certificates of completion from an accredited institution to be eligible for the degree recognition payment.
3. If a degree or certificate is deemed to be not relevant to the employee's position, the employee may appeal the decision utilizing the College's process for assessing degree relevance.
4. The payment for degree recognition shall be paid according to the certificate or level of the degree achieved. Payments will be made in 2 equal payments in the following manner, provided that the applicant is still employed at the College when the payment is due:
 - a) the first, one year after the degree was obtained;
 - b) and the second, one year after the first payment;

5. The amount paid for the certificate or degree recognition payments shall differ according to the level of the degree, and will be determined through the financial discussions in this round of bargaining.

Therefore, in order to ensure this provision is implemented consistent with their intent, the parties have agreed upon the following clarifications:

1. Degree recognition payments will be made only for those degrees completed on or after July 1, 2020.
2. Eligible bargaining unit members may, after at least one year of employment following completion of a qualifying degree, submit proof of their degree completion to Human Resources.
3. The initial payment for approved degree recognition will be made within 45 days after Human Resources approves all documentation and transcripts related to the completed degree.
4. The final payment will be made within 45 days after the eligible employee has completed two years of LCC employment, following receipt of the degree and Human Resources approval of all documents and transcripts related to the completed degree.

Lori Willett

Lori Willett, Labor Relations Director

08.02.2021

Date

Jeffrey Wilson

Jeffrey Wilson, PTCTU President

08/05/2021

Date