

## MEMORANDUM OF UNDERSTANDING AND AGREEMENT

### Section 1: Recognition

This Memorandum of Understanding and Agreement is made by and between the parties, DELTA COLLEGE (hereinafter referred to as the "College") and AFSCME, Local Union No. 845 (hereinafter referred to as "Union").

It is hereby understood and agreed that new leader classification (Team Coordinator) will be added. This will align the potential needs of the college and the union to accommodate a long term absence of a supervisor within the different departments. To properly implement and clarify this agreement concerning Section 1, the parties agree as follows:

#### **Delta College Team Coordinator Designation**

**Policy:** The Employer may designate a qualified employee to serve as a Team Coordinator during the temporary absence of a regularly assigned Supervisor when such absence is expected to be greater than Fourteen (14) Calendar Days. An employee assigned to this role shall receive an additional five dollars (\$5.00) per hour above their base rate for all hours worked while assigned.

The Team Coordinator will report directly to the assigned Manager and will receive both written and verbal direction from that Manager. The Team Coordinator is responsible for being first call for any issue within covered department, coordinating daily work assignments, approve time off requests, report exceptions for time sheets, monitor and report material stock, and performing other related duties as directed.

The Team Coordinator role is non-supervisory in nature. The Team Coordinator shall not have responsibility or authority for payroll functions or employee disciplines.

The employee designated to be assigned as Team Coordinator or Crew leader will be based on qualifications. When qualifications are determined to be equal, seniority will prevail for these temporary assignments.



This Memorandum of Understanding and Agreement is understood and agreed to by and between the parties on the date and year written below.

DELTA COLLEGE

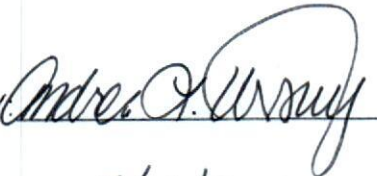
AFSCME, LOCAL UNION NO. 845

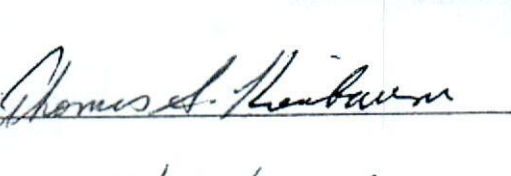
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