

## **Memo of Understanding (MOU)**

The following language will replace Section A.4. of Article 12, Wages, in accordance with the reopening of negotiations on wages, as provided by Article 43, Duration of Agreement.

### **Mass Salary Update (MSU)**

For FY22, USUNM bargaining unit staff shall receive a one-and-a-half percent (1.5%) MSU increase. The effective date of the increase will be July 1, 2021 if this MOU is signed by June 1, 2021. If the MOU is signed after June 1, 2021, the increase will be effective as soon as possible after the pay period following signature of both parties. Payments will not be adjusted upwards to make up for a delay in agreement between the parties. Timing of the payment is dependent on the date the Agreement is signed and required processing time. In order for staff to be eligible for the payment, the following criteria must have been met:

1. Employees must have been hired prior to January 1, 2021 and have completed their probationary period prior to July 1, 2021.
2. Employees that have a centrally recorded 2020 Performance Evaluation must have a "Successful" rating listed on both the overall categories for job responsibilities and goals.

### **Exclusions**

1. Non-probationary employees who have not received a 2020 performance evaluation by their manager by June 1, 2021 will not be prohibited from receiving the one-and-a-half percent (1.5%) MSU increase.
2. Non-probationary employees who have received an "Unsuccessful" rating listed on either of the overall categories for job responsibilities and goals may have the opportunity to raise their overall ratings. Any employees whose ratings have improved by September 10, 2021, will be provided with an updated performance evaluation and must be centrally recorded by September 24, 2021. If so, such increases will be effective October 9, 2021 and will be processed beginning with the October 9, 2021 pay period.

### **Additional Salary Increase Requests**

On a limited basis, a department may provide a bargaining unit member with an additional increase above the one-and-a-half percent (1.5%), beginning with a total increase of one-and-six-tenths of a percent (1.6%) up to three percent (3.0%) contingent upon available departmental funding and based on guidelines established by the appropriate EVP/SrVP for each area.

### Out-of-Guidelines (OOG) Requests

In exceptional circumstances, a department may provide an additional increase to a bargaining unit member which is between a total increase of three-and-one-tenth of a percent (3.1%) up to five percent (5.0%). Out-of-Guidelines exceptions will be contingent on available department funding, guidelines established by the appropriate EVP/SrVP for each area, and must include the direct approval by the EVP/SrVP.



Dorothy T. Anderson, VP, Human Resources



Doris Williams, President, USUNM

5/21/21

Date

5/21/21

Date