



UCLA Skilled Trades (K4) Successor Contract Tentative Agreement (TA) Summary

Contract Article	TA Changes
<p>Article 45 – Wages/New Appendix on Equity Increases</p>	<p>A total of 20.4% in compounded across-the-board (ATB) raises resulting from the following:</p> <ul style="list-style-type: none"> • 6% ATB increase effective July 1, 2022. • 5% ATB increase effective July 1, 2023. • 4% ATB increase effective July 1, 2024. • 4% ATB increase effective July 1, 2024. • For biweekly paid unit employees, each of the above increases will be effective the beginning of the pay period closest to the July 1st effective date for monthly paid employees. <p>\$3,000 one-time, non-base building lump sum payment for all unit employees upon ratification of the tentative agreement.</p> <p>Non-compounding equity increases ranging from 4.5% to 10% in addition to the above ATB raises over the first 2 years of the agreement for certain trades:</p> <ul style="list-style-type: none"> • Flooring Installers & Lead: 5% July 1, 2022, 5% July 1, 2023 • Irrigation Mechanics: 4% July 1, 2022, 4% July 1, 2023 • Elevator Mechanics & Lead: 3% July 1, 2022, 3% July 1, 2023 • Carpenters & Lead: 4.5% July 1, 2022 • Painters & Lead: 4.5% July 1, 2022 <p>New language that the University shall respond to Teamsters’ requests for information on the Staff Appreciation and Recognition (STAR) Plan.</p>
<p>New Side Letter – Equity Review Committee</p>	<p>Establishes Equity Review Committee to meet within 30 business days of ratification which will review identified job classifications that may require market – based equity increases in addition to those listed above. Committee shall meet twice within 60 business days of ratification with 5 members each for the Union and University. Disputes under side letter not subject to contract’s grievance or arbitration procedures.</p>
<p>Article 1 – Recognition/New Classifications’ Wages Attachment</p>	<p>8 new titles added to the bargaining unit with the following pay rates effective June 30, 2022 (before the first ATB raise):</p> <ul style="list-style-type: none"> • Automation Engineer, Title Code 8469, Pay Rate: \$55.39 • Building Automation Control Technician, Title Code 9444, Pay Rate: \$45.58 • Instrumentation Technician, Operating Engineer, Title Code 8239, Pay Rate: \$43.41 • High Voltage Electrician, Title Code 8154 and Lead, Title Code 7783, Pay Rates: \$48.78 and \$52.44 respectively • Maintenance Mechanic, Title Code 8123, and Lead, Title Code 8122, Pay Rates: \$37.09 and \$39.87 respectively



	<ul style="list-style-type: none"> • Sprinkler Fitter, Title Code 8260, Pay Rate: \$43.83 <p>Added existing Lead Service Engineer, Title Code 7681, classification to list of recognize titles.</p>
<p>New Side Letter on Maintenance Mechanic Classifications</p>	<p>For new Maintenance Mechanic and Lead classifications, side letter limits University to utilizing the title only in UCLA Housing & Hospitality Services and UCLA Health. In the event the University wants to change the mutually agreed upon job duties, the University must provide notice to the Union and meet and confer over the proposed changes.</p>
<p>New Classification Job Descriptions and Series Concepts</p>	<p>Mutually agreed to classifications specifications and job descriptions for each of the 8 new classifications included in Article 1 Recognition.</p>
<p>Article 2 – Classifications and Reclassifications/Out-Of-Class Assignments</p>	<p>Removed “significant” qualifier to allow greater ability to review changes in job duties and responsibilities. Added language that changes to job duties within class specifications or job descriptions shall be subject to meet and confer process. New language that notice must be provided to the Union representative of proposed changes to job duties in class specifications/job descriptions and that the parties must meet confer within 30 calendar days of that notice.</p> <p>Under Compensation Unit Review, the list of what could be included in the classification review process is now required instead of optional and is expanded to include discussion with employee and Union representative.</p> <p>Under new subsection Compensation Director's Review, new language provides for a final review by the University’s Compensation Director in response to an appeal from the employee or Union. The Compensation Director will issue the final decision within 45 calendar days of this request.</p> <p>Under Out-of-Class Assignments, new language establishing that disputes regarding out-of-class assignments are subject to grievance and arbitration procedures.</p>
<p>Article 3 – Definitions</p>	<p>Under Address of Record, removed language that unit employee must first authorize the release of their address to the Union.</p> <p>Added definitions for “Fiscal Year” and “Calendar Year” effective throughout contract.</p>
<p>Article 4 – Nondiscrimination in Employment</p>	<p>Added “political affiliation” to list of categories protected from discrimination in employment.</p> <p>New language to ensure that addressing concerns around diversity and preventing/eliminating discrimination are valid subjects for “Labor Management Relations” under Article 37 Labor-Management Relations.</p>



<p>Article 6 – Probationary Period</p>	<p>In section D, removed language that University “will make a good faith effort to” evaluate a probationary unit employee’s performance to require University to conduct a performance evaluation during an employee’s probationary period.</p>
<p>Article 7 – Performance Evaluation</p>	<p>Under section A.3, added language to ensure employee receives a copy of signed performance evaluation before it is placed in their personnel file.</p> <p>New section B on discussions between unit employees and their manager/supervisor during an evaluation period. Includes subjects that should be discussed in such conversations and that manger/supervisor who prepared shall issue it when possible. Additional language that this new section is also subject to the grievance and arbitration procedures, while disputes over performance ratings or contents of performance evaluation are only subject to grievance procedure.</p>
<p>Article 8 – Personnel Files</p>	<p>Under General Provisions, added a time limit of 30 calendar days within which a unit employee and/or their representative be allowed to review their personnel file. For digitized files, the University must provide an electronic copy to the requestor.</p> <p>Removed language on fees being charged by the University for making copies of personnel file information. Reduced time within which counseling memoranda are destroyed if no other memoranda or discipline has been taken against the employee for the same conduct from 2 years to 18 months from the date of issuance.</p>
<p>Article 9 – Apprentices</p>	<p>In section A.2, added Flooring Installers and Roofers to list of titles that apprenticeship programs can be established for.</p> <p>In section A.3, added a paragraph on the composition and responsibilities of Joint Apprentice & Training Committee (JATC) sub-committees who monitor hours and work of apprentices and requires that a schedule of the sub-committee meetings be provided to the Union. Previously the Union was not allowed to participate in the sub-committee.</p> <p>Under Apprentice Wage Structure, added language that ensures that in the event an employee enters an apprenticeship program with a higher wage than the apprenticeship would pay, they would receive the higher pay rate until the apprentice pay rate would exceed it.</p>
<p>Article 10 – Training and Development</p>	<p>Under section A, schedule changes added to list of what is at the University’s discretion for employee’s attending training and development programs.</p> <p>New section C on Optional Training that applicable training or mentorship programs be made available and that reimbursements of up to \$500 per fiscal year for participation in educational/training programs if approved. Requests to participate cannot be unreasonably denied. In section G, new</p>



	<p>language that if a request for training/development is denied it can be appealed to next level managers up to the department director.</p> <p>Language under Leaves For Training replaced with new language that unit employees will be provided up to 40 hours of paid release time per fiscal year for job-related training. Employee can request and appeal denial to next level managers up to the department director while the University can request proof of participation in approved training.</p> <p>New section I on Professional Development Working Group to create a working group to develop a career development program composed of 4 unit employees and Union representative and 5 University representatives. Section covers group topics and ability to bring in outside professionals as well as meeting frequency. Also timeline for submitting agenda and goal to establish program within 18 months of ratification.</p>
Article 11 – Promotion and Transfer/New Side Letter	<p>Under Posting, the University is now required to email the position available notice to unit employees in the hiring department and forward it to the Union.</p> <p>New section B that upon a unit employee’s request, the University shall provide job application assistance.</p> <p>Removed references to Alternate Service Engineer in Service Engineer Selection.</p> <p>Under Temporary Promotions, the University is now required to notify the Union of temporary promotions within 7 calendar days of making them.</p> <p>New side letter providing that the Union and University will meet within 45 business days of ratification to meet and confer on a pilot program to address internal promotions subject to general conditions. Side letter not subject to grievance or arbitration.</p>
Article 12 – Hours of Work	<p>Under sections A.6 and C.5, new language that the University will review alternate work schedule requests and requests to change shift hours respectively and not unreasonably deny these requests.</p> <p>Under Call-Back Time, call-back now applies when unit employee is called back to work after completing shift and clocking out instead only when they have left the premises.</p>
Article 14 – Overtime	<p>New section B.1 establishing that University and unit employees will follow their department or shop’s current overtime procedures in line with Appendix I.</p>



	<p>Unit employees will now receive double their regular rate of pay for hours worked in excess of 12 hours in a day.</p> <p>Under Overtime Rate and Method of Compensation, compensatory time cap increased from 120 to 240 hours. 120 hours of this total may be used for vacation in a calendar year while any hours up to 240 will be paid out in the calendar year.</p> <p>Overtime meal allowance increased from \$12 to \$20.</p>
<p>Article 15 – Pay Differentials</p>	<p>Shift differentials increased by the following amounts:</p> <ul style="list-style-type: none"> • Swing shift: \$2.50 an hour from \$1.50 • Graveyard shift: \$3.00 an hour from \$2.00 <p>Hazardous duty differential increased \$2.50 an hour from \$1.10. Permitted confined space work, permitted street work, and SCUBA diving work added to list of hazardous duties and any work requiring a fall arrest/protection system is added to definition of elevated work. Differential for working with asbestos, lead, mercury, and mold abatement increased to \$3.00 an hour from \$1.10. High voltage differential removed given that high volt electrician has been added as a recognized bargaining unit position.</p> <p>Added weekend duty differential of \$2.50 an hour for any shift where 4 or more hours of work 12:00am Saturday and 11:59pm Sunday.</p>
<p>Article 16 - Holidays</p>	<p>Juneteenth added to list of recognized holidays.</p> <p>New section allowing unit employee to select an alternate day off within the pay period if the observed holiday falls on a scheduled day off operational needs permitting.</p> <p>December 25th and January 1st added as holidays where University is required to pay time and a half for hours they require employees to work on those days.</p>
<p>Article 17 – Vacation</p>	<p>In section H.7, time period for University to approve or disapprove a vacation request reduced from 7 to 5 business days.</p>
<p>Article 18 – Sick Leave</p>	<p>New language in Section A that University has to follow state and federal law. In event state provides additional benefit such as additional emergency paid sick leave, University must now provide that benefit.</p> <p>Bereavement leave for death of a family member or resident of their home increased to up to 10 days accrued sick leave from 5 days. For any other death, unit employee may take up to 5 days of accrued sick leave in a calendar year for bereavement. If additional time needed, employee can use accrued vacation, compensatory time, or request an unpaid personal leave of absence.</p>



<p>Article 19 – Work-Incurred Injury or Illness</p>	<p>New section G on approved leave of absence for a work-incurred illness or injury is not considered a break in service.</p>
<p>Article 20 – Medical Separation</p>	<p>In section A, new language that prior to medical separation, the University will determine what, if any, accommodation can be provided in line with Article 21 Reasonable Accommodation.</p>
<p>Article 21 – Reasonable Accommodation</p>	<p>New language defining what constitutes a reasonable accommodation and the interactive process, including examples of what a reasonable accommodation can be. Both the University and employee engaged in the interactive process are expected to act in good faith.</p>
<p>Article 22 – Leaves of Absence with Pay</p>	<p>Under Blood Donations, make clear blood donation and plateletpheresis are different kinds of donations and adds that leaves for plateletpheresis are up to 4 hours, not just 2 hours like for blood donations.</p> <p>New leaves with pay added:</p> <ul style="list-style-type: none"> • Voting Leave: up to 2 hours at the beginning or end of the workday for someone working at least 8 hours in the day and otherwise unable to vote. This leave not considered time worked toward overtime, and the employee must provide notice no later than 2 days before the election. • Administrative Leave for Emergencies: University Chancellor may grant paid leave for emergencies or an employee may request unpaid leave. Employee must not be on leave and coordinate with their supervisor and coordinator around the emergency response. • University Functions: at University’s discretion, paid leave may be granted to attend university events/functions during scheduled work hours.
<p>Article 23 – Leaves of Absence Without Pay</p>	<p>Clarification language that in the event University policy, state, or federal law provides a greater leave benefit than currently in the article, the University will comply with the law.</p> <p>Various definitions added for the purposes of Family Care and Medical Leave (FML) in the article in alignment with existing law.</p> <p>Clarifications throughout that references to a year refer to calendar years.</p> <p>Under Use of Accrued Paid Leave, make clear that designated FML leaves are eligible for using up to 12 workweeks of sick leave per calendar year and that up to 30 days of accrued sick leave can be used before taking leave without pay aside from vacation leave.</p> <p>Under Pregnancy Disability Leave (PDL), new sentence that after concluding a PDL, employee can be eligible for 12 workweeks of FML under the California Family Rights Act (CFRA) for reasons aside from pregnancy/childbirth or related medical conditions.</p>



	<p>Added military caregiver leave and qualifying exigency leave in line with current law. Military caregiver leave language from Appendix G incorporated into this article.</p>
<p>Article 24 – Military Leave</p>	<p>Under General Provisions, new sentence that if state or federal law is more generous than what is in the article, the University will comply with that law.</p> <p>Under Eligibility for Pay And Benefits, for Ineligible Employees subsection, added that compensatory time could also be deducted from to have military leave with pay. In following subsection on Monthly/Weekly Drills, added language to state that unpaid leave could be granted or compensatory time or vacation used for inactive duty. Same provided for in new section G.3 on Physical Examinations with accrued sick leave as an additional bank that can be drawn from.</p> <p>Accrued compensatory time added to list of what employee will receive a lump sum payment for if they take extended military leave in section D.2.</p> <p>New section on Defense Work added that provides for military leave without pay for a unit employee who is called or volunteers to serve in scientific research and development during a war or national emergency. Employee would have right to return to University within 6 months following the end of this work or the end of the war/national emergency.</p> <p>Supplement to Military Pay language updated to align with UC policy that the University provide compensation equal to the difference between the employee’s University pay and their military duty pay. For those whose military duty pay exceeds their University pay, the University will continue to pay their contribution to the employee’s health plan premiums for specified period.</p>
<p>Article 25 – Discipline and Dismissal</p>	<p>New section I that the University will email the Union representative a copy of the notice of action for any discipline that exceeds a letter of warning within 7 business days. Failure to provide the notice will not delay imposition of discipline on the employee.</p>
<p>Article 26 – Grievance Procedure</p>	<p>Under Department Review - Step 2, added that formal grievances can be filed by hand delivery and removed language that grievances filed by email must also be filed as a signed hard copy to the appropriate office. Added that the appropriate University office must acknowledge receipt of the grievance within 5 business days rather than calendar days and almost must now propose dates for the Step 2 meeting in that timeframe.</p>
<p>Article 27 – Arbitration Procedure</p>	<p>In section F.1, time limit on request for leave changed from 24 hours to 1 business day for providing release time with pay to attend an arbitration hearing or meeting.</p>
<p>Article 28 – Layoff and Reduction in Time</p>	<p>For temporary layoffs, time to provide written notice to the affected employee (when possible) in advance of the effective date of the layoff</p>



	<p>increased to 30 calendar days from 20. For indefinite layoffs, this same notice window is increased to 60 calendar days from 30 throughout.</p>
<p>Article 29 – Safety Committee</p>	<p>The joint Labor-Management Safety Committee will now also review injuries, illnesses, and trends to identify methods to prevent them.</p> <p>Under Composition of Committee, University representatives on the committee now specifically includes a representative from University EH&S.</p> <p>Under Meetings of Committee, it is specified that the committee will meet on work time. Frequency of the meetings also established. Made clear that Union Safety Committee members will be allowed to attend the Union’s safety trainings.</p>
<p>Article 30 – Health & Safety</p>	<p>Under Safety section, links are removed and replaced with language stating that the University will make its Injury and Illness Prevention Program, Aerosol Transmissible Exposure Control Plan, and other shop records required by CalOSHA be maintained for each shop and available to employees in either written or digital form. New subsection 4 establishing that safety is a shared responsibility that should be discussed between employee and supervisor and that the employee, supervisor, and EH&S collaborate to develop a job safety analysis for tasks that pose a risk.</p> <p>New section B that University will provide appropriate safety training to unit employees based on operational needs and legal requirements.</p> <p>Under Personal Protective Equipment, insoles added to language about the University providing safety shoes as long as the combined value is in alignment with Appendix J. Also language to make clear that University is responsible with providing N95 mask fit tests for appropriate titles as required by law.</p> <p>Under Additional Considerations, immunizations for those working in Vivariums made voluntary rather than mandatory and that employees may have to undergo screenings instead being required to undergo Hepatitis B screenings.</p>
<p>Article 32 – Voluntary Termination</p>	<p>Prior sections on lie detector tests, licenses and certificates of competence, and mileage reimbursements are split into separate articles. Article now Voluntary Termination instead of Miscellaneous Provisions.</p>
<p>New Article on Licenses and Certifications</p>	<p>List of certifications the University will pay for training, licenses, and re-certifications expanded and listed: Back Flow Preventer Certification, Medical Gas Piping and Medical Brazing Certification, SCUBA Certification, Swimming Pool Operator Certification, Certified General Electrician Certification, Fire Life Safety Technician Certification, General Plumber, Pest Control Certification, Certified Competent Conveyance Mechanic</p>



	certification, and AAADM Certificate. Additional certifications and re-certifications considered case-by-case.
Article 33 – Parking	<p>Under General Provisions, Night Permit parking rate for those working the graveyard shift increased to \$50.00 from \$40.00 and the rate that it can be increased is reduced to \$2.50 from \$3.00 when the Night Permit rate is increased for non-unit employees. New language that employees with Night Permits will receive assistance in getting parking tickets waived when they work overtime. Must notify supervisor of ticket within 2 business days of receiving it.</p> <p>Under Parking and Transportation Rates for Each Fiscal Year, increases in monthly rates capped at \$4.00 for each year of the agreement. University must provide notice and meet and confer upon request of Union over any proposed increases that exceed \$4.00 per month. For 4-person carpool/vanpool permits, the monthly year-over-year cap is \$1.00.</p> <p>Added language to make clear that unit employees can participate in University’s Pretax Transportation Program and that the Union and University will have labor-management meetings on parking-related issues and alternate transportation.</p>
Article 34 – University Benefits	<p>Links to University websites with further information about various benefit options added throughout the article.</p> <p>Summaries of available supplemental plans added including: the Defined Contribution (DC) Plan, Adoption Assistance Plan, Pet Insurance, Supplemental Health Plans, Bright Horizons Enhanced Family Supports, Tuition Discounts, and Tax Savings on Insurance Premiums (TIP) Plan.</p>
Article 36 – Payroll Deductions	<p>Language updated to remove obsolete provisions (such as around agency fees) and reflect current practices throughout.</p> <p>New language on correction of payroll deduction errors and procedure for handling when deductions are higher or lower than they should be.</p>
Article 37 – Labor-Management Relations	<p>University must scheduled labor-management meetings annually at the request of the Union representative or University official.</p> <p>New language in section C stating that the University will have an equal number of representatives in quarterly labor-management meetings and select a neutral facilitator for them.</p>
Article 39 – Subcontracting Unit Work	<p>In section A, added the following factors the University must consider before contracting out bargaining unit work:</p> <ul style="list-style-type: none"> • Costs • Materials, tools, and equipment • Supervision • Time constraints • Project priorities



	<ul style="list-style-type: none"> • Availability of qualified bargaining unit employees who have the special skills and licensures to perform the project work on overtime <p>Section B modified to include Unit Price Job Order Contract in summary of contracted work the University must provide to the Union upon request at most 4 times a year. Added that this information can be provided by email to Union representative instead of just being sent to Union’s Bellflower office. New final sentence in section to update dollar thresholds for determining subcontracted work if law is updated.</p>
<p>Article 40 – Union Rights</p>	<p>Under section C.1, added language that the David Geffen School of Medicine meeting rooms will be made available for Union meetings in accordance with a settlement agreement reached between the Union and UCLA Health on December 13, 2021, which is now attached to the contract as an appendix.</p> <p>Under subsection for Long Term Leave, made clear that these leaves are paid reimbursed leaves.</p> <p>Under subsection for One (1) to Five (5) Day Leaves, modified language so that leaves for union business can range from 1 to 5 days rather than just 5 days. Deleted language that says that permission will not be granted for leaves less than 5 days.</p> <p>Language on Union reimbursing University for employee compensation for unit employees on leave for Union business changed to incorporate Composite Benefit Rate for determining reimbursement on benefits instead of flat 36% rate. Reference to 30 days made clear to be in reference to calendar days.</p> <p>Removed section H on Orientation Packets since side letter Employee Information and New Employee Orientation is added to the contract.</p>
<p>New Article - Employee Information and New Employee Orientation</p>	<p>Incorporates existing side letter agreement into contract with limited changes. Made clear that meetings for new hires are called New Employee “Orientations” throughout. In line with change in Article 3 Definitions, removed language that unit employee addresses are only provided to Union if employee has requested that information be released.</p> <p>Under New Employee Orientations section, made clear that new employee orientations (NEOs) can be held online rather than just over Zoom specifically. Time within which a new employee who did not attend a NEO must have a 30-minute meeting with Union representative following the Union’s request increased to 7 business days from 5.</p>
<p>Article 46 – Duration</p>	<p>Duration updated to reflect agreement being effective July 1, 2022 and being in effect until 11:59pm on June 30, 2026.</p>



New Article on Job Resignation	Article establishes procedure for submission of letters of resignation and when final check will be provided to resigning employee depending upon if employee provided 72 hours' notice of intention to quit or not.
Appendix A – List of Arbitrators	5 arbitrators removed from prior list while adding Christopher David Ruiz Cameron, Juan Carlos Gonzalez, Najeeb Nabil Khoury, and Homer LaRue.
Appendix B – Skilled Crafts Wage Schedule	Will be updated to reflect new pay rates resulting from raises and new titles added to the bargaining unit.
Appendix C – Location of Personnel Files	Removed 2 locations from prior list and added HR & Payroll Operations Center to reflect current practice.
Appendix D – Crafts Apprenticeship Standards	Under Section 2, added DOT number for Signmaker and added Roofer and Flooring Installer to list of titles that can have apprentices. Effective date in Section 3 updated to reflect this contract's effective date.
Appendix E – Bulletin Boards	Under Facilities Management Shop/Bldg, added "Locker Room" to "Hospital Crew Shop (FM Building)" and "3226 Ronald Reagan" to list of locations with bulletin boards.
Appendix F – Service Engineer Selection Procedure	In line with changes in Article 11 Promotion and Transfer, removed references to Alternate Service Engineer. Existing procedure modified to have process for internal and external applicants for Service Engineer positions. Changes to testing and selection procedure to lower passing percentage from 75% to 70% on test sections relevant to position, adding employees in Building Automation Control Technicians and Building Operating Engineer, as well as leads of any from these series, to titles that can apply internally, and removing some language restricting consideration to only those top ranking in certain categories. External applicants must pass same testing criteria as internal candidates.
Appendix G - Family and Medical Leave – Military Caregiver Leave	Appendix incorporated into Article 23 Leaves of Absence Without Pay.
Appendix I – University Policies & Work Rules/Master Key Ring Work Rule	Language that parties will meet and confer on the Facilities Management Master Key Ring Work Rule after ratification removed since agreement has been reached and is now attached to the contract. Removed automatic suspension and agreed to language which states and agreed to just cause.
Appendix J – Value of Safety Shoes	Prior language replaced with language stating that effective March 1, 2023, the amount provided for safety shoes will be \$250 in accordance with Article 30.B and that this amount will be increased by \$10.00 each March 1 st for the duration of the contract.
Appendix K – UCLA Parking Rates	Previous parking rates replaced with newly negotiated parking caps for each fiscal year of the contract. Prior rows on chart for Disabled, Weekend, and Clean Fuel Permit removed.



New Article and Side Letter on Pay for Family Care and Bonding	Article incorporates existing agreement on pay for family care and bonding (PFCB) while side letter requires the University provide notice of systemwide changes to PFCB during term of contract with ability to meet and confer over proposed changes to PFCB if requested within 30 business days of notice.
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