
ARTICLE 6 UNION RIGHTS

Section 6.1- Facilitation of Faculty Relations

A. The College will allow members of the UFF-SCF bargaining team and other authorized Union representatives time to engage in activities directly relating to contract negotiation, grievances and arbitration, or other matters related to administration of the collective bargaining agreement provided the time does not interfere with the College's operations. If such activities result in the Union representatives being away from their office when they otherwise would be required to be in their office, they shall coordinate with their immediate supervisor(s) in advance. Scheduled classes shall not be disrupted. In the event posted office hours cannot be maintained, alternative hours will be posted.

B. UFF-SCF shall provide the College with an updated and current list of designated Union representatives at each campus within thirty (30) working days after the ratification of this Agreement and, thereafter, within ten (10) working days after new representatives are selected by UFF-SCF.

Section 6.2 - Access to Information

A. During the term of this agreement, the College agrees to furnish to the UFF-SCF, upon written request, information which is in the College's current possession or custody, required to be produced under applicable law, and which is further necessary to enable the UFF-SCF to fulfill its role as bargaining agent. This article shall not oblige the College to make calculations or compilations, but refers only to the right to obtain existing documents, in whatever form or format they may exist, upon payment of statutory fees and costs if applicable. All requests for information shall be presented to the Office of General Counsel.

B. Upon approval and ratification of the Agreement by the Board and the members of the bargaining unit, the College shall publish to the College's website an electronic copy of the Agreement including all appendices and forms mutually agreed upon.

C. The Administration shall provide to the Union's designee access to the following information concurrent with its distribution to members of the Board other than privilege, confidential and exempt matters:

1. The agenda for each regular and special meeting and workshop of the District Board of Trustees including supporting documents.
2. Budgetary proposals, Financial Reports, and audits submitted to the Board or Florida Auditor General.
3. The minutes of each regular and special Board meeting and Board workshops.

D. The College shall provide to the Union's designee access to the following information:

- 44 1. A list of bargaining unit members including name, department, campus, directory
45 information such as office address and phone number, base salary and any other
46 supplemental salaries, date of birth, date of hire, rank, years in rank, and any other
47 information as requested by the Union. This list will be updated each major semester
48 upon request by the Union.
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50 2. Copies of all policies, procedures, faculty handbooks (full-time and part-time), student
51 handbooks, and updates to such, concurrent with distribution to department heads shall
52 be maintained on the College Web site.
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54 Section 6.3 – Access to Facilities and Equipment

- 55 A. UFF-SCF may use College facilities such as classrooms and conference rooms for meetings at
56 reasonable times and without charge pursuant to the administrative rules, policies and procedures
57 for utilization of College facilities.
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59 B. UFF-SCF may make reasonable use of larger or specialized facilities such as the gym or
60 auditorium pursuant to the administrative rules, policies and procedures for utilization of College
61 facilities and facility use rates including completion of necessary College forms. The College
62 President may choose not to charge UFF-SCF for the use of such a facility. When the use of such
63 facilities would incur an expense under this Agreement, the College shall provide the Union with
64 the estimated cost within a reasonable time so as to enable alternative arrangements to be made.
65 The Union shall not be charged fees greater than any other organization permitted to utilize
66 College facilities.
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68 C. UFF-SCF may use the College electronic communication system to advise bargaining unit
69 members of union meetings, ratification meetings, union activities, bargaining, and union
70 elections.
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72 D. UFF-SCF shall have the right to use College equipment at reasonable times when such equipment
73 is not otherwise in use. UFF-SCF shall adhere to the appropriate administrative rules, procedures
74 for utilization of College equipment, and equipment use rates including completion of necessary
75 College forms.
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77 E. When billed, UFF-SCF shall reimburse the College for all costs associated with utilizing a
78 College facility.
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80 F. UFF-SCF will provide the Office of General Counsel with a list of all Union representatives who
81 are authorized to request the use of College facilities.
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83 Section 6.4 – Access to Faculty

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85 A. If the College conducts an orientation for newly employed members of the bargaining unit,
86 the Union may, at its sole discretion, make a presentation and provide a packet of information
87 to be distributed with orientation materials. The Administration will notify the Union of the

88 date of such orientation and number of participants not less than two (2) weeks prior to the
89 orientation.

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91 B. If the College conducts a campus-wide or district-wide meeting, in-service, or professional
92 development day or event for faculty members, the Union may, at its discretion, make a
93 presentation and provide an information packet to be distributed with the program materials.
94 In the event the Union wishes to hold a faculty meeting during such a day or event as
95 described above, the College shall include such information in the program of events upon
96 request by the Union.

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98 Section 6.5 – Release Time

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100 A. The College shall provide a total of six (6) contact hours of release time in the Fall and Spring
101 terms to one or more faculty members designated by the Union to engage in activities related
102 to contract negotiation and enforcement and other business of the union. An additional three
103 (3) contact hours of release time shall be provided to the Union’s designated Chief Negotiator
104 in each semester during which the parties bargain for a successor agreement.

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106 B. The Union shall notify the Administration in writing of its designee(s) to receive release time
107 no less than ten (10) days before the first day of classes in each Fall and Spring term.

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109 C. Faculty members using release time pursuant to this section shall retain all rights and
110 privileges afforded to other faculty members under this Agreement and any rules and policies
111 of the College and/or Board except where specifically noted in this Agreement.

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113 Section 6.6 – Union Office

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115 The Administration shall permanently assign an office space for the exclusive use of the Union, and
116 access to an adjacent meeting space. The office and meeting space shall be lockable and accessible
117 only to those designated by the Union President except in the event of an emergency, in which case
118 emergency entry may be made by College safety and security officers. The office will be provided
119 internet access, and a telephone line and voicemail service. The office location and phone number
120 shall be listed on the College’s website and in any official College directory.