

## **Salisbury University Police Department**

### **CHAPTER 24 – COLLECTIVE BARGAINING**

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#### **24.1            Collective Bargaining and Contract Management**

##### **24.1.1           Collective Bargaining Process and Agency's Role**

##### **24.1.2           Labor Agreement Modifications**

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*This Directive addresses collective bargaining and contract management within the department.*

#### **24.1 Collective Bargaining and Contract Management**

##### **24.1.1 Collective Bargaining Process and Agency's Role**

A Memorandum of Understanding (MOU) exists between Salisbury University and the Maryland Classified Employees Association (MCEA) for the purpose of promoting harmonious relationships between the University and its non-exempt employees (sworn officers) covered by this MOU in the collective bargaining process.

- A. Negotiations with the Maryland Classified Employees Association (MCEA) or "Union" are coordinated by the University Police Department. The Chief of Police designates a representative from the department to serve as a member of the negotiations team. The Chief of Police, during the collective bargaining negotiations, may:
  - 1. Provide the Office of Human Resources with requested data or other information;
  - 2. Represent to the Office of Human Resources the needs of the agency relating to effective and proper management; and
  - 3. Provide advice and guidance to the Office of Human Resources before and during negotiations.
- B. The collective bargaining unit for the University Police Department's non-exempt employees is represented by the Maryland Classified Employees Association (MCEA) for the purpose of collective bargaining relative to wages, hours and other terms or conditions of employment. Unit members include all sworn staff below the rank of Lieutenant.
- C. All negotiations during the collective bargaining process shall be based on the principle of "good faith."
- D. The department will abide by the ground rules for collective bargaining process, which are generally decided in advance, subject to the approval of the University Police Department, Office of Human Resources and the Union's negotiating team.
- E. The Chief of Police, members of the Command staff and collective bargaining unit members within the University Police Department, acknowledge the importance of the negotiated contract and agree to abide by the contract as agreed to between the Union and Salisbury University. As such, all members of this department will realize a responsibility to abide by both the wording and spirit in which the contract was negotiated.

##### **24.1.2 Labor Agreement Modifications**

At such time a negotiated labor agreement or Memorandum of Understanding (MOU) is ratified by all parties involved in the collective bargaining process, the Chief of Police or his designee shall:

- A. Obtain a written and signed copy of the MOU from the collective bargaining process and provide a copy to all Command personnel within the University Police Department. The MOU, signed by Salisbury University and the MCEA, can be located within the Office of the Chief of Police, Division Commanders and the Squad Room.

- B. The Chief of Police will ensure that the Accreditation Manager is notified regarding changes within any newly adopted MOU between Salisbury University and the MCEA in order that all departmental directives and procedures which are revised or amended coincide with the terms of the collective bargaining agreement.
- C. The Chief of Police shall ensure that all Commanders and Supervisors are familiar with the terms of the existing collective bargaining agreement, including any modifications, affecting personnel under their supervision. Any new collective bargaining agreement adopted shall be reviewed at a Supervisory Staff meeting.

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Edwin L. Lashley  
Chief of Police