Memorandum of Understanding

Between

Grand Rapids Community College and the Police Officers Labor Council
Campus Police Unit of Grand Rapids Community College

Effective upon execution, Grand Rapids Community College (Employer/College) and the Police Officers Labor Council Campus Police Unit of Grand Rapids Community College (Union) agree to the below listed changes to the current Collective Bargaining Agreement for the purpose of recognizing and compensating the assignment of Field Training Officer (FTO).

1. The FTO assignment shall be made solely at the discretion of the Chief of Police or designee.

2. The FTO assignment shall include completion of a Daily Observation Report (DOR) of each Officer being trained.

3. The FTO shall be compensated for all hours worked per the provisions of the Collective Bargaining Agreement.

4. Due to the additional duties and responsibilities incurred, each FTO shall be compensated with one (1) hour of compensatory time for each DOR completed and submitted.

For Grand Rapids Community College:  

[Signature]

For the Police Officers Labor Council:

[Signature]

Date: 1-24-2013
Memorandum of Understanding

Between

Grand Rapids Community College and the Police Officers Labor Council
Campus Police Unit of Grand Rapids Community College

Effective upon execution, Grand Rapids Community College (Employer/College) and the Police Officers Labor Council Campus Police Unit of Grand Rapids Community College (Union) agree to the below listed changes to the current Collective Bargaining Agreement for the purpose of clarifying the reconciliation of vacation benefits upon separation from employment with the College.

Section 1 Vacation Policy shall be replaced with the following:

1. All vacation allowances must be earned. However, the College will advance employees their annual vacation allowance at the beginning of each fiscal year to allow employees to use time off over the course of the year in which they earn the vacation.

2. Annual allowances are based on the table set forth below.

3. Upon separation from employment for any reason, including voluntary or involuntary termination or retirement, vacation banks will be adjusted. Vacation allowances will be prorated based on the number of months the employee worked during the fiscal year in which the separation occurs.

4. Employees who have used more than their prorated annual vacation allowance shall reimburse the College for each vacation day that was taken but not earned. If the employee’s vacation bank has been overdrawn, the overdrawn amount will be deducted from the employee’s final paycheck.

5. Employees who have earned but unused vacation days shall be paid for each day of earned but unused vacation at the employee’s daily rate at the time of separation.

<table>
<thead>
<tr>
<th>Newly hired 52 week full-time employees (employed at least 32.5 hours a week)</th>
<th>Vacation (July 1-June 30)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st full fiscal year of employment</td>
<td>1 day for each full month of employment, up to 10 days</td>
</tr>
<tr>
<td>2-5</td>
<td>15</td>
</tr>
<tr>
<td>6-10</td>
<td>20</td>
</tr>
<tr>
<td>11-15</td>
<td>22</td>
</tr>
<tr>
<td>16-20</td>
<td>25</td>
</tr>
<tr>
<td>21 and up</td>
<td>27</td>
</tr>
</tbody>
</table>
For Grand Rapids Community College:  

[Signature]

Date: 1/24/2013

For the Police Officers Labor Council:

[Signature]