

Memorandum of Understanding

Between

Grand Rapids Community College

And

Campus Police - Police Officers Labor Council


June, 2023

This Memorandum of Understanding ("MOU") is made by mutual agreement between Grand Rapids Community College ("GRCC" or "College") and the Grand Rapids Community College Campus Police - Police Officers Labor Council ("POLC") (collectively, the "Parties") for the purpose of creating a pilot program relating to employee wellness.

The Parties mutually agree as follows:

1. The Parties seek to create a pilot program with the intention of providing POLC employees with an opportunity to participate in wellness activities, including those offered by GRCC or at the College's Ford Fieldhouse. The Parties have agreed to this pilot program to explore whether offering time to engage in such wellness activities would be beneficial to employees' health, job satisfaction and engagement with College-sponsored programs.
2. The Parties understand and agree that the unique aspects of POLC staffing requirements and positions, including those relating to the maintenance of the College's safety and security, require that they agree upon a framework for POLC employees participating in the activities referenced in the preceding Section of this MOU. Consequently, the Parties agree that the terms of the pilot program shall be as follows:
 - a. POLC employees may utilize a maximum of one and a half (1 ½) hours per day, one (1) day per week to engage in wellness activities during their regularly scheduled workday. The use of such time for wellness activities will take the place of any permissible breaks, including breaks for lunch or meals on such days.
 - b. All time utilized for wellness activities must be arranged in advance and approved by the employee's supervisor. Supervisory approval shall be conditioned upon notice of an employee's location while engaging in any wellness activity.
 - c. No more than one (1) POLC employee may utilize time to engage in wellness activities during the same time period on any day.
 - d. Time for wellness activities is not guaranteed, and shall not be approved by an employees' supervisor whenever it would cause, create or contribute to any concern regarding staffing, safety or security.


- e. Time for wellness activities shall not be approved if the use of such time would in any way interfere with the normal operations of the Grand Rapids Community College Police Department.
 - f. Any POLC employee who utilizes time for wellness activities must do so on campus.
 - g. Any POLC employee who utilizes time for wellness activities must be available and able to promptly respond to any call, concern, emergency or any other circumstances requiring the presence of a POLC employee while engaging in such activities.
3. The pilot program contemplated by this MOU will terminate six (6) months from the date that this MOU is executed by both Parties.
4. Prior to the pilot program's termination, the Parties agree to meet and discuss whether to continue the program, and if so, the terms of any such continuation. However, neither party shall be obligated to continue the program under any terms.
5. The College may terminate the pilot program prior to the date identified above in Section 3 in the event that this program in any way contributes to any staffing, safety or security concern(s), as determined solely by the College.
6. This MOU shall not alter or amend the contract in any way except as specified herein.


Police Officers Labor Council

June 29, 2023
Date


Grand Rapids Community College

7/3/2023
Date


Labor Representative

June 29, 2023
Date