



Labor Management Committee (LMC) Charter

Mission Statement

Foster a model of collaboration between labor and management to support the mission of The University of Montana by enhancing and nurturing relationships.

Goals/Objectives

- Enhance communication
- Build collaborative relationships
- Proactively develop new ideas and solutions and share the information with the campus community
- Seek to understand and appreciate diverse perspectives and resolve issues through consensus

Authority and Sphere of Influence

The LMC is under the authority of the President of The University of Montana and is a recommendation committee. The LMC's sphere of influence will be defined at the introduction of each topic which will further define whether recommendation, action or no-action will be taken on a particular topic.

Responsibility

LMC members agree to abide by the provisions set forth in this Charter.

Information Sharing & Communications to Constituents

- LMC meetings will be considered a safe environment where committee members feel free to voice ideas and feelings/viewpoints on topics and that there will not be any retribution of feelings/viewpoints of any committee member
- An outside recorder will be designated (not a committee member) to take meeting notes
- The LMC will communicate to constituents via meeting notes to include: subjects/topics; progress on subjects/topics; results and/or decisions
- Committee members will have an opportunity to review meeting notes prior to finalization for public dissemination
- Develop a web page for public dissemination of notes and information sharing, will use other formats as necessary

Decision Making Process

- The LMC committee will use consensus
- If the LMC cannot get consensus on a particular item/idea it will be moved to the Parking Lot to be re-discussed at a future meeting or purge the idea (if the idea no longer has support)
- If an item/idea is not purged and continues to remain in the Parking Lot – it will go to a 911 committee consisting of 2 labor and 2 management, to be reworked and brought back to the entire committee
- If absent from a meeting (emergency only) and a decision is made, you have one meeting to make your case to the LMC committee for an appeal of a decision

Subjects for LMC

Subjects will be determined by the committee with the exclusion of: Mandatory subjects of bargaining; University policies; Legal issues

Membership

- The committee will consist of 14 members. Membership will include 6 labor and 6 management representatives who will serve terms of 4 years. At least one committee member representing labor shall be a non-union labor employee. Terms start when selected and placed onto the committee. A Montana Public Employees Association field representative and a Human Resource Services representative will maintain an active full committee member with no term lengths
- Labor and management select committee members to represent their respective groups
- Two unexcused absences (no show and no call) will result in removal of members from the committee
- There will be no proxy (absentee) voting
- Members may be removed by consensus of the committee excluding the member in question

Guests/Observers

All meetings are open to the public, but this does not guarantee the right for public members to speak. Information experts may be invited by the committee to speak concerning specific agenda items.

Co-Chairs

- There will be 2 co-chairs, one representing labor and one representing management. They shall be elected by consensus of the committee
- Term of office will be 1 year
- Each co-chair will preside every other meeting. Co-chairs will communicate in advance of each meeting to decide on agenda items for the next meeting. An agenda will be sent to the committee members at least 1 week in advance.
- Co-chairs may be removed from office by consensus of the committee excluding the Co-chair in question

Quorum

A quorum is necessary for making consensus decisions but is not necessary for general discussion. A quorum will consist of approximately two-thirds of the committee (9 members). The limitations of the meeting (quorum met or not met) will be described for the committee at the beginning by the presiding co-chair.

Behavior Norms

- Meetings will start and end promptly
- Professional behavior is expected and is defined as showing civility and respect. Yelling and profanity are unacceptable
- Committee members should participate in meetings with full engagement and should minimize interruptions. Cell phones must be off or on silence/vibrate mode only
- Side bars should be limited, and caucuses are not allowed.

Release time for labor representatives

Scheduled meeting times should be announced well in advance to allow labor representatives to inform their supervisors. President Dennison will be requested to send a letter to supervisors asking for their cooperation in allowing labor representatives adequate time to serve on the committee.

Meeting frequency

Meetings will be held once monthly and will last no longer than 2 hours. Special sessions may be called in order to deal with important issues in a timely manner. Co-chairs will determine the date

and time of regular meetings once the committee is formed and schedules of membership are known.

Logistics

New business may be entertained after regularly scheduled agenda items have been resolved. New business may either be added to the agenda for the next meeting or discussed at the current meeting if the committee decides by consensus to begin the discussion immediately.