LETTER OF AGREEMENT

THE PURPOSE OF THIS LETTER OF AGREEMENT IS TO SET FORTH THE FOLLOWING AGREEMENT(S) BETWEEN PUBLIC SCHOOL EMPLOYEES OF WESTERN WASHINGTON UNIVERSITY ("PSE") AND WESTERN WASHINGTON UNIVERSITY ("WESTERN"). THIS AGREEMENT IS ENTERED INTO PURSUANT TO ARTICLE 48, OF THE CURRENT COLLECTIVE BARGAINING AGREEMENT.

The parties agree to the following terms and explanations for the purposes of implementation of the new IT Professional Structure:

<table>
<thead>
<tr>
<th>Term</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job Family</td>
<td>A functional discipline involving similar types of work requiring similar training, skills, knowledge, and expertise.</td>
</tr>
<tr>
<td></td>
<td><strong>IT Families include:</strong> Application Development, Customer Support, Data Management, IT Architecture, IT Business Analyst, IT Policy and Planning, IT Project Management, IT Security, IT Vendor Management, Network and Telecommunications, Quality Assurance, and System Administration.</td>
</tr>
<tr>
<td>Level</td>
<td>The measure of complexity of work performed.</td>
</tr>
<tr>
<td></td>
<td><strong>IT Levels include:</strong> Entry, Journey, Senior/Specialist, Expert, IT Manager, and Senior IT Manager</td>
</tr>
<tr>
<td>Class, Classes, and Classification (where used in reference to job classification)</td>
<td>Where these terms are used in the WWU/PSE CBA, for the purposes of the implementation of the new IT Professional Structure, they shall be followed by &quot;or job family/ies and level/s.&quot;</td>
</tr>
</tbody>
</table>

**Supervisory Differential**

Positions at the Entry, Journey, Senior/Specialist level in the IT Professional Structure that are designated as and performing all the duties of a supervisor will receive a 5% supervisory pay differential in addition to the base salary.

The parties agree that we will follow the definition of supervisor in the Classification Glossary. This definition applies when an employee regularly supervises the equivalent of one (1) full-time equivalent (FTE) employee.

**Status**

Employees currently in non-permanent, on-call, in-training, project, seasonal/cyclic, trial service, transition review period or probationary status will be transitioned into the IT Professional Structure and their appointment status will remain unchanged. Non-permanent, in-training, project, seasonal/cyclic, trial service, transition review period or probationary periods shall not be extended as a result of transitioning into the IT Professional Structure.
Step M

Question #16 on the Step M Q&A applies to positions transitioned into the IT Professional structure:

16. If a classification is moved to a new pay range as a result of collective bargaining will time spent at step L of the previous range count towards the six year requirement to move to step M of the new range?

Yes. If a classification is moved to a new pay range as a result of collective bargaining, time spent at step L of the previous range will count towards the six year requirement to move to step M of the new range.

Classification Structure and Salary Grid

Attachment 1 reflects the IT Professional Structure, its job families and levels, and the assigned salary ranges effective July 1, 2019. The chart in Attachment 2 to this LOA reflects the steps within those ranges effective July 1, 2019.

Salary Transition into IT Professional Structure

Employees reallocated into the IT Professional Structure on July 1, 2019 will have their initial salary determined as follows:

a. In those cases where the employee’s current salary exceeds the maximum amount of the salary range for the new position, the employee will continue to be compensated at the salary they were receiving prior to the reallocation downward, until such time as the employee vacates the position or their salary falls within the new salary range.

b. All other employees will have their salary in effect as of June 30, 2019 increased by 2.5% (two and one-half percent). Effective July 1, 2019 these employees will transition to the assigned range and step on the IT salary schedule for their family and level that is nearest to, but no less than, their adjusted salary, except that no employee will be placed higher than Step M on the new salary schedule.

c. The new IT Professional Structure salary schedule will then be adjusted to reflect any negotiated general wage increase effective July 1, 2019.

This Letter of Agreement does not preclude either party from negotiating additional increases during the negotiation of the 2019-21 bargaining for PSE, and is not precedent setting. If fully funded by the State of Washington, the provisions of this agreement will become effective July 1, 2019.

PUBLIC SCHOOL EMPLOYEES
OF WASHINGTON/SEIU Local 1948

PUBLIC SCHOOL EMPLOYEES OF
WESTERN WASHINGTON UNIVERSITY

BY:  [Signature]
David Holmwood, President, PSE of WWU

BY:  [Signature]
Chy'el Wolfe Lee, Assistant Vice President for Human Resources

DATE:  9/27/2018

DATE:  9/30/18

Letter of Agreement – Professional Structure
Western Washington University PSE/WWU