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This Agreement is entered into this 26<sup>th</sup> day of February, 2016 by and between Northeastern University (hereinafter referred to as the “University”) and Service Employees International Union Local 509, CtW (hereinafter referred to as the “Union”).

## **ARTICLE 1 – RECOGNITION AND BARGAINING UNIT DESCRIPTION**

**Section 1.** Pursuant to the Certifications of Representative, issued by the National Labor Relations Board in Case No. 01-RC-124413 and Case No. 01-RC-130676, the University hereby recognizes the Union as the sole and exclusive bargaining representative for the purposes of collective bargaining with respect to wages, hours, and other terms and conditions of employment for all part-time graduate and undergraduate faculty (adjunct, lecturers or instructors) employed by Northeastern University to teach at least one credit-bearing course in a degree granting program at Northeastern University's campuses located at 360 Huntington Avenue, Boston, Massachusetts and 89 Broad Street, Boston, Massachusetts (together, “the Boston Campuses”), including hybrid and blended courses, who are compensated on a per course basis, and all part-time faculty (adjunct, lecturers or instructors) employed by Northeastern University who are compensated on a per course basis to teach at least one course in the Law School or in a pre-matriculation and/or non-degree granting program within the College of Professional Studies in Global Pathways, NU Global, Foundation Year, United States Pathways Program and/or American Classroom, at the Boston Campuses (hereinafter referred to as “employees,” “faculty,” or “faculty members”), except those referred to in Section 2 below.

**Section 2.** The following are excluded from representation by the Union and are not subject to this Agreement: graduate assistants, graduate students, research assistants and all University employees not specifically referenced in Section 1 above, including, but not limited to, all tenured or tenure track faculty, visiting or contract faculty, faculty who teach only online courses, or courses at any Northeastern University campus other than the Boston Campuses, and all other employees, whether or not they have teaching as part of or in addition to any other of their responsibilities including, deans, provosts, professionals and non-professional employees, administrators, department chairs, clinical fellows, teaching fellows, athletic coaches, academic advisors, maintenance employees, clerical employees, clinical nurses whose primary duties are performed away from the Boston Campuses, managers, confidential employees, guards and supervisors as defined by the National Labor Relations Act.

## **ARTICLE 2 – MANAGEMENT RIGHTS**

**Section 1.** The Union recognizes the right of the University to operate and manage the University. All rights, functions, prerogatives and discretions of the management of the

University formerly exercised by the University are retained by and remain vested exclusively in the University, except to the extent that such rights, functions, prerogatives and discretions are specifically and explicitly modified by the express provisions of this Agreement. No such right, function, prerogative, or discretion shall be deemed waived or modified, unless the waiver or modification is in writing and signed by the University and the Union. Without limiting the generality of the foregoing, the University reserves the right to:

- a. plan, determine, modify, direct and control the University's mission, programs, objectives, activities, resources, and priorities;
- b. determine, install, introduce, modify, remove, discontinue or end any method, procedure, policy, material, equipment, and operation used or to be used by employees;
- c. direct and control operations;
- d. determine the quality and quantity of work to be performed;
- e. determine, increase, decrease or otherwise change the number, qualifications, scheduling, course load, hours, location, classification, responsibilities and assignment of employees;
- f. determine all matters relating to recruiting, hiring, training, transferring, promoting and laying off employees;
- g. subcontract all or any portion of any work or operations;
- h. establish, maintain, modify, enforce, abolish and require employees to observe standards and methods of performance, conduct, order, and safety;
- i. establish, maintain, modify, enforce, abolish and require employees to observe work rules, regulations, policies, and procedures;
- j. determine medical and health care standards and fitness for duty and require fitness for duty tests;
- k. expand the University and its operations and businesses by acquisition, merger or other means;
- l. meet and discuss with employees issues of University or employee concern;
- m. require the Union and employees to cooperate with the University regarding applicable time tracking requirements;
- n. open, close in whole or in part, consolidate, reorganize, relocate and expand any of the University's facilities;
- o. lease or sell any of the University's facilities, operations, businesses or assets, in whole or in part, at any time;
- p. alter, extend or discontinue existing equipment, facilities, programs and location of operations, including but not limited to determining whether the whole or any part of its equipment, facilities, programs or operations shall continue to operate;

- q. establish, reduce, alter, combine or discontinue any job classification, department, unit, operation or service, or portion thereof;
- r. assess and evaluate employees, determine the content of assessments and evaluations, and determine the processes and criteria by which employees are assessed and evaluated, including but not limited to determining whether peers, unit heads, students and/or others shall assess and evaluate employees;
- s. discipline employees up to and including discharge;
- t. establish or modify the academic calendars, including holidays and holiday scheduling;
- u. determine who is taught, what is taught, how it is taught and who does the teaching, including but not limited to assigning courses once taught by members of the bargaining unit to individuals outside of the bargaining unit;
- v. determine all matters relating to student admissions and enrollment;
- w. introduce new methods of instruction;
- x. exercise sole authority on all decisions involving academic matters, including but not limited to establishing or changing curriculum, establishing or changing standard syllabi for courses with multiple sections and establishing uniform grading rubrics and student performance standards;
- y. exercise all rights, functions, prerogatives, and discretions granted by applicable law;
- z. establish, change, modify and cancel courses, including but not limited to converting a course to a directed study and canceling one or more sections of a particular course; and
- aa. appoint employees to full-time positions and positions that provide instruction exclusively online which are not covered by this Agreement and are outside of the bargaining unit described in Article 1 – Recognition.

**Section 2.** The selection of supervisory and managerial personnel shall be the sole responsibility of the University and shall not be subject to the grievance and arbitration provisions of this Agreement.

**Section 3.** Should a specific provision of this Agreement directly conflict with, modify or restrict an enumerated right under this Article, the specific provision of the Agreement shall prevail over the enumerated right.

**Section 4.** The University, in not exercising any function hereby reserved to it in this Article 2 – Management Rights, or in exercising any such function in a particular way, will not be deemed to have waived its right to exercise such function or preclude the University from exercising the same in some other way.

**Section 5.** No action taken by the University with respect to a management or academic right shall be subject to the grievance procedure or collateral suit unless the exercise thereof violates an express written provision of this Agreement.

### **ARTICLE 3 – UNION SECURITY AND CHECK OFF**

**Section 1.** Unless exempted by Section 2 below, any faculty member who is covered by this Agreement (and who does not voluntarily become and remain a member in good standing of the Union) shall be required as a condition of continued employment to pay an agency fee (a service charge as a contribution toward the cost of administration of this Agreement and representation by the Union) to the Union beginning no later than thirty (30) days after the date of their initial appointment as a faculty member covered by this Agreement. The amount of such agency fee shall be determined by the Union in accordance with applicable law, as a percentage of full dues uniformly required to be paid and initiation fees by those who choose to become members of the Union.

**Section 2.** The agency fee requirement in Section 1 shall not apply to the following categories of faculty members:

- (a) Members of federal, state, or District of Columbia judiciaries; or
- (b) Faculty members who affirm, through a written statement, that payment of an agency fee to the Union will have an adverse impact on their professional work or employment outside of the University because of an actual, potential, or perceived conflict of interest. However, such faculty members shall be required to make contributions in an amount equal to the agency fee to a 501(c)(3) charitable organization(s) of their choice from among a list provided by the Union in lieu of paying the agency fee to the Union.

**Section 3.** Faculty members may elect to have deductions for dues or agency fees made from their compensation only by submitting an authorization in the form set forth in Appendix D to this Agreement that is voluntarily executed by the employee and submitted to the University. The Union may obtain this authorization electronically, provided the parties agree to the format and process for such electronic authorizations and determine that the authorizations are in compliance with applicable law. The University will deduct membership dues or agency fees as certified in writing by the President or Executive Director of the Union and remit such dues or agency fees to the Union. Payroll deduction of dues or agency fees can be cancelled by an employee's individual written notice to the Union via certified mail. The employee's certified mail is to be addressed to: Executive Director - SEIU, Local 509, 100 Talcott Ave, Watertown, Massachusetts, 02472. The

Union will then notify the University of any cancelled memberships and provide the employee's original notices of Union membership cancellation to the University within ten (10) days of receipt.

**Section 4.** The Union shall notify the University in writing at least thirty (30) days prior to the intended implementation date of any change in the amount of union dues or agency fees.

**Section 5.** The Union will report to the University missing or incorrect deductions for dues or agency fees as they become known. In the event that a payroll deduction for a faculty member is processed in a manner inconsistent with the faculty member's signed authorization form or the terms of this Agreement, the University will correct the error as soon as practicable after being informed of the error in writing either by the faculty member or the Union.

**Section 6.** Upon written request by the Union, the University will not assign any courses covered by the Agreement to a faculty member who has failed to comply with his/her obligations under this Article. Nothing in this Section shall require the University to terminate the employment of a faculty member.

**Section 7.** The Union shall indemnify and hold harmless the University, its Board of Trustees, agents, personnel and students from any and all claims, grievances, awards, actions, suits, judgments, attachments, forms of liability or damages that arise out of or by reason of any action taken by the University in compliance with any of the provisions of this Article, and the Union assumes full responsibility for the disposition of monies deducted under this Article as soon as they have been remitted by the University to the Union.

**Section 8.** On or about the fifteenth (15<sup>th</sup>) of the month following the month in which the deductions were made, monies so deducted by the University shall be transmitted by mail or electronically to the Union Treasurer or other Union designee. Such deductions shall continue until instruction to cease payroll deductions is given in writing by the faculty member to the University's office of Human Resource Management.

**Section 9.** The University shall send to the Union in writing to an electronic or physical address identified by the Union the following information for each faculty member whether or not deduction is made, at the same time as the University remits all deductions for union dues or agency fees from the wages of faculty members for the preceding month:

- a. Rate of pay and earnings that the union dues or agency fee deduction is based on;
- b. Month the deduction is based on;
- c. Name and employee ID number; and

d. If applicable, a reason union dues or agency fees were not deducted.

## ARTICLE 4 – UNION RIGHTS

**Section 1.** The representatives of the Union shall have reasonable access to public areas at the Boston Campuses at reasonable times during working hours for the purposes of administering this Agreement so long as normal business and classroom activities are not disrupted or attempted to be disrupted.

**Section 2.** Subject to the provisions of Section 1 above, the Union shall have access to meeting space at the Boston Campuses, subject to the same procedures as other campus organizations, including but not limited to procedures related to reserving space and appropriate conduct on campus.

**Section 3.** The University shall recognize faculty members designated by the Union as its representatives to adjust grievances, process disciplinary appeals, attend meetings with a grievant or with representatives of the University and address other matters related to the administration of this Agreement when authorized by the Union to do so and when such activities do not interfere with the faculty members' teaching an assigned course at its regularly scheduled time or interfere with any other of the faculty members' duties.

**Section 4.** Within forty-five (45) calendar days after the ratification of this Agreement, and thereafter prior to the first day of classes each academic year, the Union shall provide the University with a complete list of faculty members the Union has designated as its representatives. The list shall include the faculty member's name, phone number, Northeastern University email address, and position with the Union. The Union will promptly provide an updated list to the University when there are changes in the individuals the Union designates as its representatives or those individuals' position with the Union or contact information changes.

**Section 5.** The University shall permit representatives of the Union to post notices pertaining to legitimate and appropriate Union interests on bulletin boards designated by the University, subject to the same policies and procedures as other campus organizations.



## **ARTICLE 5 – ACADEMIC FREEDOM AND TEACHING EXPECTATIONS**

**Section 1.** Faculty members shall be entitled to academic freedom on the same basis as all other faculty members involved in teaching or scholarship at the University. The grievance and arbitration procedure in article 7 – Grievance and Arbitration shall be the sole means of addressing an alleged violation of this Article.

**Section 2.** A faculty member’s teaching shall be guided by the course description and other determinants of course content that the academic unit deems appropriate, requirements of effective teaching, adherence to academic and professional standards, and encouragement of the spirit of inquiry among students. Faculty members are expected to deliver the course and make themselves available to students on a regular basis, including outside the class meeting time. Faculty members shall prepare for their classes and conduct them in an appropriately professional manner, including but not limited to meeting classes on time, holding classes for the full period except in the event of an emergency or as a practice approved by the Unit Head, and evaluating academic performance fairly and reasonably. Faculty members will submit grades on a timely basis and promptly provide opportunities for student feedback on course performance.

**Section 3.** If there is no standard or existing course syllabus or if the faculty member believes that the standard course syllabus should be modified, then the faculty member may develop a revised or new syllabus in consultation with the academic unit head, or his/her designee. Any new or revised course syllabus must be approved by the academic unit head or his/her designee.

**Section 4.** The University shall endeavor to make all expectations on course curricula, teaching and grading responsibilities, and student assignments available in writing to the faculty member at the time the course is assigned to him/her.

## **ARTICLE 6 – BARGAINING UNIT INFORMATION**

**Section 1.** The University will provide to the Union a preliminary list of all faculty members covered by this Agreement within forty-five (45) calendar days following the first day of classes each academic term.

**Section 2.** This preliminary list will include the following information to the extent available: name, Northeastern employee ID number, home address, phone number, Northeastern University email, assignment period, course assignment(s), including course title(s), the date the course begins and ends, academic unit(s) in which the course is offered, number of credits offered for the course(s), compensation for the course(s) and the

number of students enrolled in the course or in each course section at the time the information is provided.

**Section 3.** The University will provide an updated and finalized list following the closure of the add/drop period.

## **ARTICLE 7 – GRIEVANCE AND ARBITRATION**

**Section 1.** A grievance within the meaning of this Agreement shall be any complaint or dispute arising out of the application or interpretation of a specific provision of this Agreement. Except as provided in article 17 No Strikes and No Lockouts, this procedure shall be the sole and exclusive means for enforcing the terms of this Agreement. Notwithstanding the availability of the formal procedures of this Article, it is agreed an informal resolution of any dispute is desirable.

**Section 2.** A grievance may only be filed in writing or by email and shall specify the (1) identity of the grievant or class of grievants, (2) date of alleged violation of the Agreement, (3) provision(s) alleged to have been violated, (4) facts supporting the alleged violation of each provision(s) alleged to have been violated, and (5) relief requested by the grievant or class of grievants. All grievances filed by the grievant or Union must be signed and dated by the grievant or a Union representative or filed electronically from a University or Union email address (@neu.edu or @seiu509.org). All grievances filed by the University must be signed and dated by an authorized representative of the University or filed electronically from a University email address (@neu.edu).

**Section 3.** The following steps shall be followed in the processing of grievances:

**Step 1.** The grievant or the Union shall file the grievance with the grievant's academic unit head within twenty-one (21) calendar days of the later of the act or omission giving rise to the grievance or the date the grievant knew or should have known of the act or omission giving rise to the grievance. If the grievance is not resolved satisfactorily within seven (7) calendar days thereafter, the grievance may proceed to Step 2. Nothing in this Agreement shall prevent an employee from resolving any problem consistent with this Agreement and the law, with or without the presence of a Union representative. In the event an individual faculty member and the University settle a dispute without the written and express agreement of the Union, that settlement will not create a precedent for either party in the interpretation or application of this Agreement.

**Step 2.** If the grievance is not resolved at Step 1, the faculty member may request that the Union appeal the grievance to Step 2. If the Union deems the grievance to

be meritorious, it may file the Step 2 grievance with the Dean of the appropriate School or College or his/her designee within the earlier of fourteen (14) calendar days of receipt of the Step 1 response, or within twenty-one (21) calendar days of the date the grievance was filed, if no Step 1 response was received. If the grievance is filed within the time limits, the Dean or his/her designee shall conduct a meeting for the purpose of attempting to resolve the grievance. If the grievance is not resolved at this meeting, the Dean or his/her designee shall respond to the Union in writing within fourteen (14) calendar days of the meeting. If the Dean or his/her designee fails to respond within fourteen (14) calendar days of the meeting, the grievance may proceed to Step 3.

**Step 3.** A grievance not resolved at Step 2 may be appealed in writing by the Union to the University's Provost or his/her designee within fourteen (14) calendar days of the conclusion of Step 2. A meeting for the purpose of attempting to resolve the grievance shall be held at this Step. If the grievance is not resolved at this meeting, the Provost or his/her designee shall respond to the Union in writing within fourteen (14) calendar days of the meeting. If the Provost or his/her designee fails to respond within fourteen (14) calendar days of the meeting, the grievance may proceed to Step 4.

**Step 4.** If the grievance is not resolved at Step 3, the Union or the University only may request mediation in writing (by hand, facsimile or electronic mail) from the Federal Mediation and Conciliation Service (FMCS) within fourteen (14) calendar days after receipt of the Step 3 decision. Mediation, if requested by the union or the university, shall be a condition precedent to arbitration. The request for mediation must be in writing and served by the party requesting it simultaneously on the FMCS and the other party within the requisite 14 calendar day period as a condition precedent for further processing of the grievance. The mediation shall be held in Boston, Massachusetts unless the University and the Union agree in writing to hold it elsewhere. Step 4 shall be waived if the FMCS is not available to hold a mediation session within thirty (30) calendar days of the request to mediate.

**Step 5.** If neither the Union nor the University requests mediation, if the FMCS is unable to hold a mediation session within the requisite 30 calendar day period, or if the grievance is not resolved at mediation, the Union or the University may submit the grievance to arbitration by giving written request to the other party and the American Arbitration Association (AAA). The request to arbitrate must be submitted within twenty-one (21) calendar days after one of the following events, as applicable: (1) receipt of the Step 3 grievance response, (2) notification that FMCS is unable to hold a mediation session within the requisite thirty (30) calendar day period, or (3) the end of mediation. Failure to request arbitration within the fourteen

(14) calendar-day period shall constitute a waiver of the grievance. The AAA will hear and determine the case in accordance with its prevailing rules. Copies of all correspondence by the Union or the University to the AAA concerning the arbitration shall be served on the other party. The arbitration shall be held in Boston, Massachusetts unless the University and the Union agree in writing to hold it elsewhere.

**Section 4.** If either the University or the Union timely raises an issue of procedural arbitrability at any time, the arbitrator shall hear and decide the issue of procedural arbitrability before hearing any evidence or statement regarding the merits of the grievance. The arbitrator shall not be automatically disqualified from hearing the substance of the grievance by reason of determining arbitrability.

**Section 5.**

- a. There shall be no submission of multiple grievances to arbitration in one demand, nor shall separately submitted grievances be consolidated and/or merged before the same arbitrator, absent mutual consent between the University and the Union. Accordingly, in the absence of mutual consent of the University and the Union, an arbitrator may not be presented with or rule upon more than one grievance, provided that either the University or the Union may submit a class grievance to arbitration in accordance with this Article. It is the desire of the University and the Union to settle grievances at the lowest possible level. Therefore, all steps shall be required before a grievance can proceed to arbitration unless the University and the Union agree otherwise in writing.
- b. The arbitrator shall have no authority to add to, subtract from, alter or amend any of the provisions of this Agreement. The arbitrator shall have the authority only to decide disputes concerning the interpretation and application of the specific section(s) and article(s) of the Agreement to the facts of the particular grievance presented to him or her. If the arbitrator finds that the University acted in accordance with its rights under Article 2 – Management Rights which are not further abridged by other terms of this Agreement, the arbitrator shall have no jurisdiction or authority to issue any award changing, modifying or restricting any such action taken by the University.
- c. The decision and award of the arbitrator shall be issued to the University and the Union within thirty (30) calendar days of the close of the arbitration or submission of briefs, whichever is later.

- d. The decision and award of the arbitrator shall be final and binding upon the University and the Union and the employees covered hereby to the extent provided by law.
- e. The fees and expenses of the arbitrator, the hearing room and any hearing transcript shall be shared equally by the University and the Union.

**Section 6.** Failure of an employee, the Union or the University to meet any deadline at any step of this grievance procedure shall constitute a waiver of the grievance and no further action may be taken on it. Time is of the essence, but any time limits in this Article can be waived by the written agreement of the University and the Union. For purposes of calculating time limits under this Article, “calendar days” shall not include University observed holidays as defined by the University Holiday Schedule, as it may be amended from time to time, which is herein incorporated by reference.

**Section 7.** A grievance alleging a violation of the Agreement by the Union which is initiated by the University shall be presented in writing to and discussed with the lead Union Steward within fourteen (14) calendar days of the later of the act or omission giving rise to the grievance or the date the University knew or should have known of the act or omission giving rise to the grievance. If such a grievance is not resolved within fourteen (14) calendar days after this discussion, it may be submitted to mediation by the University in accordance with Section 3, Step 4 of this Article. A demand for arbitration for such a grievance may also be made in accordance with Section 3, Step 5 of this Article.

**Section 8.** A faculty member shall not miss a class to attend or prepare for an arbitration. Accordingly, the parties agree that they will make every reasonable effort to schedule arbitrations at times that do not conflict with the teaching schedules of faculty members who either party anticipates will be attending the arbitration as a grievant or a witness.

## **ARTICLE 8 – ACCESS TO SERVICES – ACADEMIC UNIT SUPPORT**

**Section 1.** All faculty members shall have access during the academic term in which they teach to the supplies, materials, technologies, and other resources deemed necessary by the University to teach assigned courses. If the supplies or materials needed to teach a course are unavailable, the faculty member shall obtain authorization from the academic unit head before incurring any out-of-pocket expense. If the faculty member is authorized in advance by the University to purchase supplies or materials for a course, he/she will be reimbursed in accordance with the University’s expense reimbursement policy and any applicable expense reimbursement policies of the applicable academic unit, as they may be amended from time to time, and upon submission of applicable University or academic unit expense

reimbursement form(s) and required receipt(s) or other evidence of payment by the faculty member. Any supplies, materials, technologies, and other resources for which a faculty member was reimbursed shall be and remain the sole property of the University.

**Section 2.** The University will provide faculty members access to information in connection with preparing materials for class, how to place book orders, and submitting grades.

**Section 3.** Faculty handbooks and policies and procedures that apply to faculty members shall be made available to faculty members with updates as available.

**Section 4.** All proposed course-related field trips must be approved in advance by the relevant academic unit head, and, if approved, faculty members must abide by applicable policies and procedures relating to such field trips as they may be amended from time to time. Upon prior written approval by the academic unit, the University generally will pay for field trip expenses directly. If a faculty member receives prior written authorization from the academic unit to cover the costs of the approved field trip himself or herself, he/she will be reimbursed in accordance with the University's expense reimbursement policies and procedures and any expense reimbursement policies and procedures of the applicable academic unit, as they may be amended from time to time, and upon submission of a University or academic unit expense reimbursement form(s), and required receipt(s) or other evidence of payment by the faculty member.

**Section 5.** Subject to applicable University policies and procedures, including but not limited to those regarding use of computer and network resources, as they may be amended from time to time, the University shall endeavor to provide faculty members with shared access on the Boston Campuses to computers with Internet access, printers, photocopiers, and tech support, subject to the University's operating needs and regular work schedules for technical staff, to assist faculty members in preparation of classroom instruction.

**Section 6.** In those academic units outside of CPS that maintain individual faculty mailboxes, faculty members shall be provided with individual mailboxes. Each academic unit outside of CPS shall have the right in its sole discretion to determine whether to introduce, maintain or discontinue the use of individual faculty mailboxes. Faculty members assigned to teach a course(s) in CPS may request access to a mailbox. CPS will evaluate these requests on a case by case basis and grant such access where CPS determines it is appropriate to do so.

**Section 7.** Subject to applicable University and academic unit policies and procedures, including but not limited to those regarding use of computer and network resources and email use, retention and destruction, as they may be amended from time to time, faculty

members shall have continued access to email and NUWave Wi-Fi for a period of twelve (12) months following the end of the academic term in which they last taught a course. Notwithstanding the forgoing, in those cases where a faculty member has separated from employment with the University for any reason, access to email and NUWave Wi-Fi shall end on the effective date of the faculty member's separation from employment.

**Section 8.** In those academic units outside of CPS that maintain online profiles, faculty members will be allowed an online profile on the relevant University website for a period of twelve (12) months following the end of the academic term in which they last taught a course. The content, design and posting of the online profiles are subject to applicable University and academic unit policies and procedures, including but not limited to those regarding its website and online faculty profiles, as they may be amended from time to time, and are subject to the approval of the academic unit head. Faculty members assigned to teach a course(s) in CPS may request that they be allowed to have an online profile subject to the forgoing conditions. CPS will evaluate these requests on a case by case basis. Such requests will not be unreasonably denied. Notwithstanding the forgoing, in those cases where a faculty member has separated from employment with the University for any reason, the University reserves the right to remove the faculty member's online profile upon the separation of the faculty member's employment.

**Section 9.** The University will use good faith efforts to provide faculty members access to space to prepare for class and meet with students. In furtherance of this endeavor, the University and the Union agree that the Labor Management Committee will study and will make recommendations regarding access to space.

**Section 10.** Subject to applicable University and academic unit policies and procedures, including but not limited to those regarding use of computer and network resources, as they may be amended from time to time, and the restrictions of applicable vendor agreements and licenses, faculty members shall have access to research databases, online services, and library services during academic term(s) in which they are teaching and for a period of twelve (12) months following the end of the academic term in which they last taught a course. Notwithstanding the forgoing, in those cases where a faculty member has separated from employment with the University for any reason, access to research databases, online services, and library services shall end on the effective date of the faculty member's separation from employment.

**Section 11.** The University shall make available training and/or guidance in teaching methods and grading criteria, and assistance in understanding the learning styles and expectations of the Northeastern student body.

## ARTICLE 9 – COURSE ASSIGNMENTS

**Section 1.** All assignments of faculty covered by this Agreement shall only be made by the Provost and Senior Vice President for Academic Affairs or his/her designee or a Dean or designee. For the purposes of this Article, an assignment is the administrative action that specifies the class(es) to be taught or other academic work that comprises the faculty member's responsibilities. The listing of a course in the schedule of classes and/or designation or identification of a particular faculty member in the schedule of classes does not constitute an assignment. Assignments may include preparation, attendance at faculty meetings, course assessment, and resolution of incomplete or disputed grades.

**Section 2.** Faculty members entitled to good faith consideration shall be offered their course assignment in writing at least forty-five (45) calendar days prior to the start of the academic term except when the course was previously offered to another individual. Nothing in this Article shall preclude faculty members from being offered courses or sections of courses that are added to the schedule after the date of offer. A faculty member must notify the University of his/her acceptance of an offered course within ten (10) calendar days of receiving the offer. If the faculty member fails to respond within ten (10) calendar days of receiving the offered course assignment, the faculty member will be deemed to have declined the offer.

**Section 3.** Commencing on January 9, 2017, the University will give good faith consideration to a faculty member for a course assignment where (1) on the date of ratification of this Agreement or during the period between the date of ratification and January 9, 2017, or (2) on or after January 9, 2017 (a) the faculty member has not been subject to any disciplinary action issued by the University within the current year or the preceding three (3) years; (b) the faculty member has been assigned to teach the same course for which s/he seeks assignment during at least three (3) academic terms during the previous three (3) years; and (c) the same course is being offered within one (1) year of the faculty member's most recent assignment to teach that course.

The Union and the University acknowledge that this Agreement does not apply to online courses or any other course taught outside the Boston Campuses, and that such courses are not bargaining unit work. However, notwithstanding the definition of "same course" below, online courses taught by faculty members who were teaching during the academic term in which this Agreement was ratified shall be considered in the initial determination of good faith consideration in the assignment of a course with the identical course number but with a delivery method of on the ground, hybrid or blended on the Boston Campuses. With this one exception, online courses will not be considered in determining good faith consideration eligibility.



For purposes of this Section, in CPS, “year” shall mean September 1 – August 31. For all other Colleges/Schools, “year” shall mean July 1 – June 30.

For purposes of this Section, “same course” shall mean the identical course number and identical campus. The campus designations “Boston Main”, “Boston”, and “Broad Street” shall be considered an “identical campus” for purposes of this Section.

Notwithstanding the foregoing, the following groups of courses shall be considered the “same course” for purposes of this section:

In CSSH – English:

All on-ground, not online first year writing courses ENGW 1102, 1110, 1111.  
All on-ground, not online, Advanced Writing in the Disciplines section of the following courses: ENGW 3302, 3304, 3305, 3306, 3307, 3308, 3309, 3310, 3311, 3313, 3314, 3315.

During the term of this Agreement, the Union and the University may submit to the Labor Management Committee additional courses for the Labor Management Committee to review and make a recommendation as to whether they should be considered the “same course” for purposes of this section. The recommendation of the Labor Management Committee shall not be binding on the University.

Good faith consideration shall mean that the assignment to teach a specific course may be denied, reduced, or subsequently cancelled only in the following circumstances:

- (a) Elimination, suspension or downsizing of an academic unit or program and/or merging of an academic unit or program within another academic unit or program which impacts the course taught by the faculty member;
- (b) Creation of a full-time faculty position that absorbs an existing course taught by faculty members or any other circumstance in which a course previously taught by a faculty member will be taught by a full-time faculty member or non-bargaining unit member;
- (c) A reduction in the number of courses or sections offered in an academic term or the cancellation of a course or section which impacts the course taught by the faculty member;
- (d) Elimination or decrease in course offerings due to changes in core curriculum requirements, or major or minor program requirements, which impacts the course taught by the faculty member;
- (e) Unsatisfactory performance of a faculty member; as evidenced by facts and circumstances such as student evaluations, individual student commentary (both oral and written), faculty member self-evaluation, syllabi and applicable course

materials, evidence of student learning, and classroom observations; provided, however, that student evaluations shall not be used as the exclusive basis to deny, reduce or cancel an assignment;

- (f) The faculty member's failure to meet any of the responsibilities set forth in article 5 – Academic Freedom and Teaching Expectations;
- (g) Availability of an alternative faculty member who, in the University's discretion, has better credentials, qualifications and/or performance;
- (h) Serious misconduct of a faculty member that is outside the scope of his/her employment with the University but, in the reasonable judgment of the University, would adversely affect the faculty member's ability to teach or be a member of the University community;
- (i) Where a faculty member is the only individual teaching a specific course in a college and/or department and the University has identified another faculty member, full-time faculty member or non-bargaining unit member who also is available to teach the course;
- (j) Where the assignment is not practicable due to an act of God, health and safety risk, emergency, injury, death or other similar circumstances; and
- (k) Where a faculty member is not qualified or competent to teach in a course's delivery method as determined by the academic unit. A faculty member's successful completion of the University's Instructor Certification Training or suitable alternative approved by the faculty member's academic unit within the two year-period immediately preceding the assignment to teach a hybrid or blended course shall be considered evidence (among other evidence) of a faculty member's qualification to teach in those delivery methods.

In the circumstances set forth in subparagraphs a, b, c, d, g, i, j, or k the University shall reasonably consider assigning the impacted faculty member to teach an available scheduled course that the faculty member is qualified to teach. In the event a faculty member has good faith consideration for a specific course and has taught more than one section of that specific course during at least three (3) academic terms during the previous three (3) years, the faculty member will only be entitled to good faith consideration for the number of sections for which the faculty member earned good faith consideration for that specific course up to a maximum of two (2) sections of that specific course per academic term.

Nothing herein precludes the University from offering additional sections of the same course to that eligible faculty member in the same academic term.

In the event more than one faculty member has good faith consideration regarding a specific course and there are not enough sections of that specific course to assign to all of

those faculty members, the University shall determine, in its discretion, which faculty member will be assigned to teach the available courses.

If a faculty member entitled to good faith consideration is displaced by an alternate faculty member or by the creation of a full-time position that absorbs existing courses taught by a faculty member pursuant to subparagraph b or g above and is not offered another course, the affected faculty member shall receive a one-time payment equal to seventy-five percent (75%) of the amount the faculty member would have been paid had he/she taught a section of the course.

**Section 4.** Except for courses assigned pursuant to Section 3 above, the University shall exercise reasonable discretion in the assignment of courses to faculty members. The University's exercise of reasonable discretion in the assignment of courses to faculty members as provided in this section is subject to grievance, but is not subject to arbitration under this Agreement.

**Section 5.** In cases where a course or section assignment subject to good faith consideration is canceled after being offered to and accepted by a faculty member, the faculty member may be offered an available alternative course assignment that the faculty member is qualified to teach and that has not been assigned to another faculty member or full-time faculty member. If the faculty member has not been offered an available alternative course assignment, as described above, a faculty member assigned the course based on good faith consideration that is subsequently cancelled shall be given full compensation for the course(s) cancelled after the course was assigned and accepted by the faculty member. Failure to provide such notice as stated in Section 2 will not result in any obligation to pay the cancellation fees set forth in this Article.

If a faculty member accepts an assignment for a course that is not subject to good faith consideration and the course is subsequently cancelled, the faculty member shall be paid a cancellation fee equal to fifteen percent (15%) of the amount the faculty member would have been paid had the faculty member taught the course if the course is cancelled within seven (7) calendar days prior to the start of the academic term or after the start of the academic term.

**Section 6.** The University will post and advertise open full-time non-tenure track faculty positions in accordance with University policies and procedures as they may be amended by the University from time to time. The University and the Union acknowledge that fulltime non-tenure track positions are outside the scope of the bargaining unit covered by this Agreement. Accordingly, this Agreement does not affect the University's rights to establish the qualifications for those positions. Faculty members may apply for open fulltime non-tenure track faculty positions. The University's decision regarding who to

hire for an open full-time non-tenure track faculty position is not subject to grievance and arbitration under this Agreement.

## **ARTICLE 10 – DISCIPLINE AND DISCHARGE**

**Section 1.** Discipline of employees, including discharge, will be for just cause.

**Section 2.** The University may place a faculty member on administrative leave pending an investigation concerning an allegation of misconduct by the faculty member. Such an administrative leave shall not be considered to be disciplinary action subject to the just cause standard.

**Section 3.** Each assignment ceases at the end of the designated assignment period. The expiration of an assignment, cancellation of an assignment, or the University's determination not to offer further assignment will not be considered disciplinary action and will not be subject to the just cause standard, but instead will be subject to the provisions of Article 9 – Course Assignments.

## **ARTICLE 11 – BENEFITS**

The University will provide to Faculty Members the benefits included in Appendix C. The University reserves the right to modify, suspend, or terminate these benefits, including the rates charged for those benefits, provided that any such modification, suspension, or termination is generally applicable to other University employees who are eligible to participate in these plans.

## **ARTICLE 12 – COMPENSATION**

**Section 1.** The minimum pay rates for teaching courses are set forth in Appendices A and B.

**Section 2.** Effective July 1 in each year of the Agreement, for courses outside of CPS other than one on one private music lessons, faculty members will be paid (a) the then applicable minimum rate set forth in Appendix A or (b) their per credit rate plus a three percent (3%) increase or (c) their per credit rate plus a \$75 increase, whichever is greatest. One on one private music lessons will be paid at the rates set forth in Appendix A.

**Section 3.** Effective July 1 in each year of the Agreement, for faculty members teaching courses in CPS, the faculty member will (a) be paid the then-applicable minimum rate set

forth in Appendix B or (b) receive a three percent (3%) increase in their per credit rate, whichever is greater. Notwithstanding the forgoing, faculty members teaching courses in CPS with the designations listed in Table A below will (a) be paid the then-applicable minimum rate or (b) receive a four percent (4%) increase in their per credit rate, whichever is greater. Notwithstanding the foregoing, faculty members teaching the courses in CPS listed in Table B below will be paid the then-applicable minimum rate only.

**Table A**

Graduate Social Sciences & Humanities	Lecturer
Graduate Social Sciences & Humanities	Senior Lecturer
Graduate Business	Lecturer
Graduate Business	Senior Lecturer
Graduate STEM	Lecturer
Graduate STEM	Senior Lecturer

**Table B**

Global Pathways	Global Pathways/ AC 1 hour section
Global Pathways	Global Pathways/ AC 3 hour section
Global Pathways	Global Pathways/ AC 6 hour section
Global Pathways	Global Pathways/ AC 7 hour section**
Global Pathways	Global Pathways/ AC 9 hour section

**Section 4.** When there is more than one faculty member teaching one course, the course compensation rate shall be divided according to percentage of responsibility, as agreed to in advance by the academic unit and faculty members.

**ARTICLE 13 – MISCELLANEOUS**

The compensation for miscellaneous services performed by faculty members shall be determined by agreement between the faculty member and the University. The

\*\* Limited to the following courses:

ESLG 0610	Adv Communication Strategies
ESLG 0095	Advanced Reading and Writing
ESLG 0234	Culture & Comm Skills Grad Sch
ESLG 0232	Culture & Comm Skills Univ
ESLG 0550	Research and Writing for Grad School

performance of such services are not and shall not be exclusive to faculty members. If no agreement is reached on compensation for performing miscellaneous services, a faculty member shall have the right to refuse to perform such services.

## **ARTICLE 14 – PROFESSIONAL DEVELOPMENT**

The University will create a Professional Development Fund for faculty members, effective July 1, 2016. The total amount payable from the Fund in fiscal year 2017 (July 1, 2016 — June 30, 2017) or any subsequent fiscal year during the term of this Agreement shall not exceed \$25,000. The total amount allocated for the fiscal year must be spent during that fiscal year, for professional development activities occurring during that fiscal year.

Faculty members who have achieved good faith consideration, pursuant to Article 9 – Course Assignments, may request reimbursement from the Professional Development Fund for the reasonable costs associated with professional development activities related to teaching. Such requests must be approved by the faculty member’s academic unit head or designee. The maximum reimbursement for an individual faculty member shall be \$500 per fiscal year.

## **ARTICLE 15 – LABOR-MANAGEMENT COMMITTEE**

**Section 1.** The University and the Union agree to create two joint labor-management committees; one (1) in CPS and one (1) for all other academic units.

**Section 2.** Each joint labor-management committee shall consist of no more than five (5) representatives designated by the Union and five (5) representatives designated by the University.

**Section 3.** The joint labor-management committees shall consider and make recommendations on matters of general importance to the faculty and the University.

**Section 4.** Each joint labor-management committee will meet four (4) times during each calendar year. Additional meetings may be held by mutual agreement. Designated representatives of the Union and the University will suggest agenda items two (2) weeks prior to each meeting. The parties will designate their own representatives to the committees.

## **ARTICLE 16 – PERSONNEL FILES**

A faculty member may review his/her personnel file by appointment with the Human Resources Management Department of the University or human resources contact(s) of the relevant college or school up to two (2) times per calendar year, except as otherwise permitted by Massachusetts law. Upon his/her request, the faculty member will be given a photocopy of any item(s) in such file(s).

## **ARTICLE 17 – NO STRIKES AND NO LOCKOUTS**

**Section 1.** During the term of this Agreement, or any written extension thereof, the Union, its representatives, agents, members, and employees covered by this Agreement, will not directly or indirectly cause, assist, encourage, threaten, participate in, condone, ratify or sanction any strike, work stoppage, sit-down, slow-down, curtailment of work, sympathy strike, mass absenteeism, refusal to cross any picket line at or boycott of any University facility or work location, wherever it may be located, or picket the property of any agent of the University, withhold or delay any grades, academic evaluations or other documents, or in any other way interfere with or interrupt the University's operations for any reason, nor shall any faculty members engage in such conduct.

**Section 2.** Any faculty member engaging in any conduct prohibited by this Article is subject to immediate disciplinary action, including discharge. The question of whether the faculty member violated this Article is subject to challenge under Article 7 - Grievance and Arbitration. However, the University's decision to discipline a faculty member for such violation, including the decision to discharge a faculty member, shall not be subject to challenge under Article 7 – Grievance and Arbitration.

**Section 3.** In the event that any faculty member violates the provisions of Section 1 above, the Union shall immediately inform such faculty member(s) through all reasonable means that such action is prohibited under this Agreement and that such faculty member(s) should cease such action and return to full, normal, and timely work. The Union shall also distribute to the faculty member(s) and the University a written notice, signed by an officer of the Union, that the work stoppage or other violation is not authorized by the Union. Such distribution shall be made within 24 hours of the earlier of the date the Union, or one of its officers, officials, or agents became aware of the violation, and the date of notice to the Union from the University that there has been a violation of this Article.

**Section 4.** During the term of this Agreement, or any written extension thereof, the University agrees that it shall not lock out any of the faculty members covered by this Agreement.

**Section 5.** Nothing herein shall preclude the University or the Union from instituting a federal or state court action to remedy any violation of this Article.

**ARTICLE 18 - SEVERABILITY**

If any term or provision of this Agreement is at any time declared to be invalid by a court of competent jurisdiction, such decision shall not invalidate the entire Agreement. All other terms and provisions of this Agreement not declared invalid shall remain in full force and effect. The Parties shall meet and negotiate regarding the provision declared to be invalid and a replacement for it.

**ARTICLE 19 - TERM OF AGREEMENT**

This Agreement shall be in full force and effect from February 26, 2016, to and including June 30, 2019, and thereafter shall continue in effect unless notice of a desire to modify or terminate the Agreement is given by either party to the other, in writing and by certified mail, return receipt requested, at least sixty (60) days prior to the expiration of the Agreement; provided, however, that where neither party gives such sixty (60) day notice of modification or termination prior to the expiration of the Agreement, the Agreement shall continue in effect until terminated or modified following notice by either party to the other, in writing and by certified mail, return receipt requested, of a desire to terminate or modify the Agreement, at least sixty (60) days thereafter.

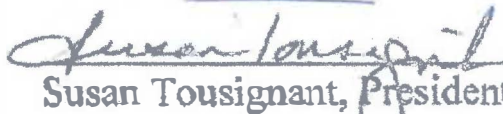
FOR NORTHEASTERN UNIVERSITY:



Thomas E. Nedell  
Senior Vice President for Finance  
& Treasurer

FOR SERVICE EMPLOYEES

INTERNATIONAL UNION LOCAL 509 CtW:

  
Susan Tousignant, President

Date: 3/15/16



NORTHEASTERN UNIVERSITY ADJUNCT FACULTY UNION NEGOTIATING COMMITTEE

Elliot Chikofsky

Ted Murphy

Loni Feinberg

Annabel Dodd

William Shimer

Melissa Wolter-Gustafson

Jessica D'Atri

Haley Malm

Neil Leifer

**COMPENSATION CHART – OTHER THAN COLLEGE OF PROFESSIONAL STUDIES**  
**Appendix A**

The following minimum pay rates apply for the Colleges and Schools other than the College of Professional Studies (Bouve College of Health Sciences, College of Arts, Media and Design, College of Engineering, College of Computer and Information Sciences, College of Science, College of Social Sciences and Humanities, D’Amore-McKim School of Business, School of Law).

	July 1, 2016- June 30, 2017	July 1, 2017- June 30, 2018	July 1, 2018- June 30, 2019
Semester Credit Hour	\$1,550	\$1,600	\$1,700

One on One Private Music Lessons:

	July 1, 2016- June 30, 2017	July 1, 2017- June 30, 2018	July 1, 2018- June 30, 2019
	\$587	\$605	\$623

## APPENDIX B COMPENSATION CHART – COLLEGE OF PROFESSIONAL STUDIES

Department	Description	PER QUARTER HOUR RATE*			PER SEMESTER HOUR RATE EQUIVALENTS		
		July 1, 2016- June 30, 2017	July 1, 2017- June 30, 2018	July 1, 2018- June 30, 2019	July 1, 2016- June 30, 2017	July 1, 2017- June 30, 2018	July 1, 2018- June 30, 2019
Undergraduate Social Science and Humanities	Lecturer	\$ 900	\$ 1,044	\$ 1,203	\$ 1,197	\$ 1,389	\$ 1,600
Undergraduate Social Science and Humanities	Senior Lecturer	\$ 900	\$ 1,044	\$ 1,203	\$ 1,197	\$ 1,389	\$ 1,600
Undergraduate Business Courses	Lecturer	\$ 900	\$ 1,044	\$ 1,203	\$ 1,197	\$ 1,389	\$ 1,600
Undergraduate Business Courses	Senior Lecturer	\$ 900	\$ 1,044	\$ 1,203	\$ 1,197	\$ 1,389	\$ 1,600
Undergraduate STEM Courses	Lecturer	\$ 900	\$ 1,044	\$ 1,203	\$ 1,197	\$ 1,389	\$ 1,600
Undergraduate STEM Courses	Senior Lecturer	\$ 900	\$ 1,044	\$ 1,203	\$ 1,197	\$ 1,389	\$ 1,600
Undergraduate	Custom Rate-ESL 1050 (\$1,700/credit)	\$ 1,761	\$ 1,787	\$ 1,814	\$ 2,342	\$ 2,377	\$ 2,413
Genetics/Cell Bio/Biochem	Lab Lecturer	\$ 1,163	\$ 1,215	\$ 1,252	\$ 1,547	\$ 1,616	\$ 1,665
Genetics/Cell Bio/Biochem	Sr. Lab Lecturer	\$ 1,163	\$ 1,215	\$ 1,252	\$ 1,547	\$ 1,616	\$ 1,665
Chemistry/Biology	Lab Lecturer	\$ 1,426	\$ 1,490	\$ 1,535	\$ 1,897	\$ 1,982	\$ 2,041
Chemistry/Biology	Sr. Lab Lecturer	\$ 1,519	\$ 1,587	\$ 1,635	\$ 2,020	\$ 2,111	\$ 2,175
Organic Chemistry	Lab Lecturer	\$ 1,778	\$ 1,858	\$ 1,914	\$ 2,365	\$ 2,471	\$ 2,545
Organic Chemistry	Sr. Lab Lecturer	\$ 1,949	\$ 2,036	\$ 2,098	\$ 2,592	\$ 2,708	\$ 2,790
Physics	Physics Lab Instructor (Flat rate)	\$ 1,451	\$ 1,517	\$ 1,562	\$ 1,930	\$ 2,017	\$ 2,078
Directed Study Undergraduate	Per student/per credit	\$ 167	\$ 174	\$ 179	\$ 222	\$ 232	\$ 239
Undergraduate	Teaching Assistant	\$ 304	\$ 318	\$ 327	\$ 404	\$ 422	\$ 435
Undergraduate	Teaching Assistant (Flat rate)	\$ 536	\$ 544	\$ 552	\$ 712	\$ 723	\$ 734
Undergraduate	AACSB Lead Instructor (Flat rate)	\$ 3,500	\$ 3,675	\$ 4,180	\$ 4,655	\$ 4,888	\$ 5,559
Undergraduate/Graduate	Co-op Instructor (Flat rate)	\$ 1,350	\$ 1,411	\$ 1,453	\$ 1,795	\$ 1,876	\$ 1,933
Graduate Social Sciences & Humanities	Lecturer	\$ 1,075	\$ 1,172	\$ 1,279	\$ 1,430	\$ 1,558	\$ 1,701
Graduate Social Sciences & Humanities	Senior Lecturer	\$ 1,075	\$ 1,172	\$ 1,279	\$ 1,430	\$ 1,558	\$ 1,701
Graduate Business	Lecturer	\$ 1,075	\$ 1,172	\$ 1,279	\$ 1,430	\$ 1,558	\$ 1,701
Graduate Business	Senior Lecturer	\$ 1,075	\$ 1,172	\$ 1,279	\$ 1,430	\$ 1,558	\$ 1,701
Graduate STEM	Lecturer	\$ 1,075	\$ 1,172	\$ 1,279	\$ 1,430	\$ 1,558	\$ 1,701
Graduate STEM	Senior Lecturer	\$ 1,075	\$ 1,172	\$ 1,279	\$ 1,430	\$ 1,558	\$ 1,701
Directed Study Graduate	Per student/per credit	\$ 211	\$ 217	\$ 224	\$ 281	\$ 289	\$ 298
Doctoral Social Sciences & Humanities	Senior Lecturer	\$ 1,612	\$ 1,660	\$ 1,710	\$ 2,144	\$ 2,208	\$ 2,274
Doctoral DLP	Senior Lecturer	\$ 1,625	\$ 1,674	\$ 1,724	\$ 2,161	\$ 2,226	\$ 2,293
Ed.D	Teaching Assistant (Flat rate)	\$ 536	\$ 544	\$ 552	\$ 712	\$ 723	\$ 734
Doctoral	Doctoral Thesis Instructor (Flat rate)	\$ 3,106	\$ 3,152	\$ 3,200	\$ 4,131	\$ 4,193	\$ 4,256
Doctoral DLP	DLP Thesis Advisor	\$ 127	\$ 129	\$ 131	\$ 169	\$ 171	\$ 174
Doctoral DLP	DLP Thesis Advisor	\$ 254	\$ 258	\$ 261	\$ 337	\$ 343	\$ 348
Doctoral DLP	DLP Teaching Assistant	\$ 810	\$ 822	\$ 834	\$ 1,077	\$ 1,093	\$ 1,110

\* Unless Flat Course Rate Indicated

Department	Description	Per Course FLAT Rates		
		July 1, 2016- June 30, 2017	July 1, 2017- June 30, 2018	July 1, 2018- June 30, 2019
Global Pathways	Global Pathways/ AC 1 hour section	\$ 966	\$ 1,082	\$ 1,212
Global Pathways	Global Pathways/ AC 3 hour section	\$ 2,790	\$ 3,445	\$ 4,300
Global Pathways	Global Pathways/ AC 6 hour section	\$ 5,422	\$ 6,072	\$ 6,600
Global Pathways	Global Pathways/ AC 7 hour section **	\$ 6,062	\$ 6,728	\$ 7,400
Global Pathways	Global Pathways/ AC 9 hour section	\$ 8,132	\$ 9,108	\$ 10,201
GPAC (except Global Experience)	Content courses (Course rate)	\$ 4,791	\$ 5,557	\$ 6,400
GPAC (except Global Experience)	Content courses (1 CH)	\$ 2,776	\$ 2,818	\$ 2,860
GPAC (Community Learning)	Community Learning	\$ 1,538	\$ 1,576	\$ 1,600
USPP	Faculty w/ Masters Degree	\$ 4,791	\$ 5,557	\$ 6,400
USPP	Faculty w/Ph.D.	\$ 4,791	\$ 5,557	\$ 6,400

\*\* Limited to the following courses:

ESLG 0610  
ESLG 0095  
ESLG 0234  
ESLG 0232  
ESLG 0550

## APPENDIX C NORTHEASTERN FACULTY MEMBER BENEFITS

**Health Insurance.** The University shall provide Faculty Members who work an average of thirty (30) hours or more per week with health insurance in accordance with the Affordable Care Act (ACA) along with other similarly situated employees. The University will apply a twelve (12) month look back period from November 1 of each year through October 31 of each year and will calculate each Faculty Member's hours of service during such look back period based on the total number of course credit hours taught during an academic term. Specifically, hours of service for Faculty Members will be determined by multiplying the total number of course credits taught in an academic term times three (3). The product shall be the number of hours of service per week that will be credited to a Faculty Member for that academic term. Faculty Members shall be credited with hours of service for any employment break period of at least four weeks at a rate equal to the average weekly rate at which the Faculty Members was credited during the weeks in the look back period that are not part of the employment break period. If a Faculty Member teaches during the summer academic term, such Faculty Member shall be credited with hours of service for the summer academic term at the greater of (a) the average weekly rate at which the Faculty Member was credited during the weeks in the look back period that are not part of the summer academic term or (b) the hours of service provided during the summer academic term as determined by the methodology described above.

The University will contribute 50% toward the premium cost of both the individual and family coverage. Eligible Faculty Members shall be offered the same plans options as other similarly situated faculty and staff at the University.

**Basic Retirement Plan.** All Faculty Members are eligible to participate in the University's basic retirement plan on the same terms and conditions as other part-time employees in accordance with the terms of the basic retirement plan. Generally, Faculty Members are eligible to participate in the plan after completing two years of service in which they complete 1,000 or more hours of service per year. The University provides a contribution of 10% of eligible compensation to eligible Faculty Members who participate in the plan, provided the Faculty Member contributes 5% of eligible compensation.

**Supplemental retirement plan.** All Faculty Members are eligible to participate in the supplemental retirement plan in accordance with the terms of the supplemental retirement plan. Faculty Members are eligible to participate in this plan upon their date of hire at the University. This plan allows Faculty Members to contribute pre-tax income toward their retirement.

**Tuition benefits for Faculty Members, spouses and dependents.** After a Faculty Member has taught for six academic terms, a Faculty Member shall be eligible for a tuition benefit to cover one course per academic term (up to a maximum of four credit hours) in an academic term in which the Faculty Member has been assigned to teach. The Faculty Member's benefit may be transferred to a spouse or domestic partner. In the event a Faculty Member is unable to use the tuition benefit during the academic term in which he or she is teaching, the Faculty Member may use the benefit in the following academic term. The University also provides a scholarship to the dependent children of Faculty Members who are currently employed by the University and have at least ten years of service. The scholarship must be used during an academic term in which the Faculty Member is teaching at the University. The scholarship is one-fourth of the standard tuition charge for full-time students, and up to four credit hours per academic term for part-time students, in programs leading to a degree in any of the University's colleges or graduate schools, up to and including the master's degree.

**Bookstore discounts.** Faculty Members are eligible for discounts on books and other merchandise at the Northeastern bookstore.

**Discounted tickets for Northeastern and Boston area events.** Faculty Members may purchase discounted tickets for Northeastern athletic events as well as local museums, theatre performances and other events in Boston.

**Recreation facility memberships.** Faculty Members may join the Marino Center, Squashbusters and the Cabot Center for \$480 a year. Faculty Members may also purchase access to the Cabot Center on the following basis:

\$30.00 for September 1 through December 31

\$30.00 for January 1 through April 30

\$20.00 for May 1 through August 31

**Parking.** Effective for the period from ratification of this Agreement through August 31, 2016, Faculty Members may purchase parking permits to park on the Boston Campuses (excluding Belvedere) at the rates set forth below.

	<b>Part-Time Faculty Rate</b>
<b>Annual Decal</b>	\$915
<b>Semester</b>	\$535
<b>Summer I 2016</b>	\$265
<b>Summer II 2016</b>	\$265
<b>Part Time Evening</b>	\$225
<b>Sheet of 10 Coupons</b>	\$150
<b>Single Coupon</b>	\$15

Effective September 1, 2016, parking rates are subject to modification each academic year.

**Credit Union.** Faculty Members may join at any time of the year for savings through payroll deduction.

**Library.** Faculty Members have use of the Library and the use of research facilities consistent with University policies and practices.

**Direct Deposit.** All Faculty Members are required to set up direct deposit.



# MEMBERSHIP FORM

NEW MEMBER     RETIRED MEMBER     INFORMATION CHANGE

First Name: \_\_\_\_\_ MI: \_\_\_\_\_ Last Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ DOB: \_\_\_\_\_

Work Email: \_\_\_\_\_ Personal Email: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Yes, please send me important updates and reminders.\*

College/University: \_\_\_\_\_

Department/Program: \_\_\_\_\_

## MEMBERSHIP APPLICATION

Effective immediately, I hereby request and accept membership in Service Employees International Union (SEIU) Local 509 – and authorize SEIU Local 509 to act as my exclusive representative in collective bargaining over wages, benefits, and other terms and conditions of employment. I agree to be bound by the Constitution and Bylaws of the Service Employees International Union and SEIU Local 509. I understand that in order to establish and maintain membership in good standing, I am obligated to pay dues and assessments as duly adopted by SEIU Local 509.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## DUES CHECK-OFF AUTHORIZATION

I hereby authorize and direct my employer to deduct from my earnings – and to transmit to Service Employees International Union (SEIU) Local 509 – membership dues in the amount established or revised by SEIU Local 509 in accordance with the SEIU Local 509 Constitution and Bylaws. If for any reason my Employer fails to make a deduction, I authorize the Employer to make such deduction in the subsequent payroll period. SEIU Local 509 is authorized to deposit this authorization with my current Employer(s) and with any other Employer(s) under contract with Local 509 in the event I change Employer or obtain additional employment – and is authorized to redeposit this authorization with any Employer under contract with Local 509 if my employment with that Employer terminates and I am later rehired.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Membership in The Massachusetts Union for Human Service Workers and Educators – SEIU Local 509 – is without regard to race, color, gender, sexual orientation, age, disability, religion, national origin, political belief or affiliation. SEIU Local 509 does not require any payment of dues or fees until a first contract is in effect. Union dues, contributions or gifts to SEIU Local 509 are not tax deductible as charitable contributions. However, they may be tax deductible as ordinary and necessary business expenses. \*By providing my phone number, I understand that SEIU and its locals and affiliates may use automated calling technologies and/or text message me on my cellular phone on a periodic basis. SEIU will never charge for text message alerts. Carrier message and data rates may apply to such alerts. Text STOP to 787753 to stop receiving messages. Text HELP to 787753 for more information.





# AGENCY FEE CHECK-OFF AUTHORIZATION

First Name: \_\_\_\_\_ MI: \_\_\_\_\_ Last Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ DOB: \_\_\_\_\_

Work Email: \_\_\_\_\_ Personal Email: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Yes, please send me important updates and reminders.\*

College/University: \_\_\_\_\_

Department/Program: \_\_\_\_\_

## AGENCY FEE CHECK-OFF AUTHORIZATION

I hereby authorize and direct my employer to deduct from my earnings – and to transmit to Service Employees International Union (SEIU) Local 509 – the current amount of the SEIU Local 509 Agency Fee, as established or revised by SEIU Local 509 in accordance with the SEIU Local 509 Constitution and Bylaws and applicable law. If for any reason my Employer fails to make a deduction, I authorize the Employer to make such deduction in the subsequent payroll period. SEIU Local 509 is authorized to deposit this authorization with my current Employer(s) and with any other Employer(s) under contract with Local 509 in the event I change Employer or obtain additional employment – and is authorized to redeposit this authorization with any Employer under contract with Local 509 if my employment with that Employer terminates and I am later rehired.

I understand that choosing to pay an Agency Fee will deny me all rights of union membership – including, but not limited to, participation in contract votes and union leadership elections.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Membership in The Massachusetts Union for Human Service Workers and Educators – SEIU Local 509 – is without regard to race, color, gender, sexual orientation, age, disability, religion, national origin, political belief or affiliation. SEIU Local 509 does not require any payment of dues or fees until a first contract is in effect. Union dues, contributions or gifts to SEIU Local 509 are not tax deductible as charitable contributions. However, they may be tax deductible as ordinary and necessary business expenses. \*By providing my phone number, I understand that SEIU and its locals and affiliates may use automated calling technologies and/or text message me on my cellular phone on a periodic basis. SEIU will never charge for text message alerts. Carrier message and data rates may apply to such alerts. Text STOP to 787753 to stop receiving messages. Text HELP to 787753 for more information.

**Memorandum of Understanding  
Between  
SEIU Local 509 (the “Union”)  
And  
Northeastern University (the “University”)  
REGood Faith Consideration for William Shimer**

This letter is to confirm the parties’ understanding regarding Faculty Member William Shimer’s entitlement to good faith consideration for the specific course BUSN 1101, Experiential Education, DMSB, taught on the ground at the Boston Campuses (“BUSN 1101”).

Notwithstanding (Article 9, Section 3 of the Agreement), Faculty Member William Shimer shall be eligible for good faith consideration for up to a maximum of three (3) sections of BUSN 1101 per academic term.

FOR THE UNION:

  
\_\_\_\_\_

Date: 25 January 2017

FOR THE UNIVERSITY

  
\_\_\_\_\_

Date: 2/13/17

**Memorandum of Agreement  
Between  
SEIU Local 509  
And  
Northeastern University  
Re: CPS Semester Conversion**

This Memorandum of Agreement (“Agreement”) is made and entered into by and between the Service Employees International Union Local 509 (the “Union”) and Northeastern University (the “University”) in full and final resolution of all effects related to the College of Professional Studies’ (“CPS”) conversion of undergraduate courses, in whole or in part, from a quarter-based system to a semester-based system.

**WHEREAS:**

- A. The Union and the University, as outlined in their Memorandum of Understanding dated January 22, 2016 (University) and January 26, 2016 (Union), have met and bargained in good faith over the effects of the CPS undergraduate semester conversion/implementation; and
- B. The Union and the University mutually agree as to how all effects of implementation raised by the Union shall be addressed.

**THEREFORE**, the parties agree as follows:

- 1. In the instance when a quarter-based course is converted to a semester-based version of the same course (i.e., course number and title changes made without substantive changes to course content), a faculty member who, as of ratification, would be entitled to good faith consideration under Article 9 for the quarter-based course shall be offered assignment to the converted semester-based version of the course and the affected faculty member’s good faith consideration for the quarter-based course shall transfer to the newly converted semester-based version. (A working list of “converted” courses as of the date of this MOA is attached as “Appendix A”).
- 2. In the instance when a quarter-based course is eliminated due to implementation of semester conversion, a faculty member who, as of ratification, would be entitled to good faith consideration under Article 9 for any eliminated course shall receive a one-time payment equal to seventy-five percent (75%) of the amount the affected faculty member would have been paid had s/he taught one section of the eliminated

Semester WTM LA

~~quarter~~-based course. (A working list of eliminated courses as of the date of this MOA is attached as "Appendix B").

3. In the instance when two or more quarter-based courses are merged into one semester-based course, a faculty member who has good faith consideration under Article 9 for the quarter-based courses being merged shall be treated as follows:

a. The affected faculty member shall choose between:

i. retaining good faith consideration to two sections of the new semester-based course for which s/he had good faith consideration;

Or

ii. retaining good faith consideration to one section of the new semester based course for which s/he had good faith consideration and receiving good faith consideration to one section of an alternative CPS semester-based course that, in the University's opinion, the affected faculty member is qualified to teach.

Given the unpredictable nature of CPS enrollment levels, CPS is unable to guarantee that any particular semester-based course will be scheduled to or actually run in any given term. The faculty member must make his/her selection under this section no later than [DATE].

Or

4/15/16

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b. Where multiple sections of the new semester-based course do not exist and the University has not identified an alternative course for which the affected faculty member is qualified to teach, the University shall make a one-time payment to the affected faculty member equal to the difference between the amount the faculty member would have been paid for teaching the two or more quarter-based courses minus the amount the faculty member would be paid for one section of the corresponding semester-based course (i.e., the quarter-hours lost in the conversion to semesters).

(A working list of "merged" courses as of the date of this MOA is attached as "Appendix C").

4. This Agreement contains the entire Agreement between the parties. The parties have no other written or oral Agreements. Any amendment or modification to this Agreement, or any subsequent Agreement between the parties must be in writing.

FOR THE UNION:

Alana King

Date: 3/2/2016

FOR THE UNIVERSITY:

Walter Murphy

Date: 3/2/2016

Memorandum of Agreement Semester Conversion  
Appendix A

Quarter Course	Course Title	Category	Intensive Course	Semester Course Equivalent
ACC1003	Financial Accounting (Intensive)	Direct Conversion	Y	ACC 2100
ACC1403	Managerial Accounting	Direct Conversion		ACC 2200
ACC1404	Managerial Accounting and Principles of Finance	Split	Y	ACC 2200 + FIN 2105
ACC2103	Financial Reporting and Cost Analysis	Split	Y	ACC 3201 + ACC 3103
ACC2250	Financial Reporting and Analysis (Intensive)	Direct Conversion	Y	ACC 3201
ACC2251	Strategic Cost Analysis (Intensive)	Direct Conversion	Y	ACC 3103
ACC3102	Financial Reporting and Analysis 3	Direct Conversion		ACC 3202
ACC4250	Concepts in Taxation (Intensive)	Direct Conversion	Y	ACC 3410
ART1001	Introduction to Art	Direct Conversion		ART 1101
ART1030	American Cinema	Direct Conversion		ART 1145
ART1100	Visual Foundations: Two-Dimensional Design (Studio)	Direct Conversion		ART 2100
ART1110	Visual Foundations: Color (Studio)	Direct Conversion		ART 3100
ART1130	Typography 1	Direct Conversion		ART 2000
ART1160	Digital Photography 1 (Studio)	Direct Conversion		ART 1200
ART2720	Electronic Publishing Design and Systems (Studio)	Direct Conversion		ART 3110
ART4141	Graphic Design 1 (Studio)	Direct Conversion		ART 4100
ART4142	Graphic Design 2 (Studio)	Direct Conversion		ART 4110
ART4211	Advertising Design (Studio)	Direct Conversion		ART 4120
BIO1410	Biology 3 (Animal)	Direct Conversion		BIO 1200
BIO1411	Laboratory for Biology 3	Direct Conversion		BIO 1201
BIO2810	Human Anatomy and Physiology 3	Direct Conversion		BIO 1700
BIO2811	Laboratory for Human Anatomy and Physiology 3	Direct Conversion		BIO 1701
BIO3711	Genetics and Molecular Biology Laboratory	Direct Conversion		BIO 2501
BIO4525	Cell Biology and Introductory Biochemistry Lab	Direct Conversion		BIO 3101
BLW2050	Business Law (Intensive)	Direct Conversion	Y	MGT 2330
BTC2330	Quality Control and Validation Issues	Direct Conversion		BIO 4450
BTC3110	Introduction to Biotechnology	Direct Conversion		BTC1300
BTC4100	Introduction to Genomics, Proteomics, and Bioinformatics	Direct Conversion		BTC 4200
CDV0220		Direct Conversion		CDV 0220
CDV0225		Direct Conversion		CDV 0225
CHM2020	Chemical Principles 3	Direct Conversion		CHM 1200
CHM2021	Laboratory for Chemical Principles 3	Direct Conversion		CHM 1201
CHM3020	Organic Chemistry 3	Direct Conversion		CHM 2200
CHM3021	Laboratory for Organic Chemistry 3	Direct Conversion		CHM 2201
CHM2100	Analytical Chemistry for the Biosciences	Direct Conversion		CHM 2300
CHM2101	Laboratory for Analytical Chemistry for the Biosciences	Direct Conversion		CHM 2301
CMN1010	Organizational Communication	Direct Conversion		CMN 1100
CMN2001	Gender and Communication	Direct Conversion		CMN 3340
CMN2002	Intercultural Communication	Direct Conversion		CMN 3350
CMN2050	Advanced Organizational Communication	Direct Conversion		CMN 3400
CMN2051	Professional Speaking	Direct Conversion		CMN 2310
CMN2154	Negotiation Skills	Direct Conversion		CMN 3100
CMN2157	Negotiation Skills with Project	Direct Conversion		CMN 3100
CMN2320	Crisis Communication	Direct Conversion		CMN 3360
CMN2430	Ethical Issues in Organizational Communication	Direct Conversion		PHL 2120
CMN3040	Intercultural Communication and the Organization	Direct Conversion		CMN 3350
CMN4770	Organizational Communication Measurement and Assessment	Direct Conversion		CMN 4220
COP3940	Personal and Career Development	Direct Conversion		COP 3940
COP3944	Co-op Work Experience--Part Time	Direct Conversion		COP 3944
COP3945	Co-op Work Experience--Full Time	Direct Conversion		COP 3945
COP5001	Preparing for Experiential Learning	Direct Conversion		COP 4500
ECN1001	Principles of Macroeconomics	Direct Conversion		ECN 1200

ECN1002	Principles of Microeconomics	Direct Conversion		ECN 1100
ECN1050	Principles of Economics (Intensive)	Split	Y	ECN 1100 + ECN 1200
ECN2050	Statistics (Intensive)	Direct Conversion	Y	MTH 2300
ENG0108	College Writing Workshop	Direct Conversion		Foundation Year
ENG1004	College English 1	Direct Conversion		ENG 1105
ENG1005	College English 2	Direct Conversion		ENG 1107
ENG1014	Writing Lab for ENG 1004	Direct Conversion		ENG 1106
ENG1015	Writing Lab for ENG 1005	Direct Conversion		ENG 1108
ENG2212	English Lit 3	Direct Conversion		ENG2231
ENG2422	American Lit 3	Direct Conversion		ENG 2451
ENG3550	Writing for the Professions (Intensive)	Split	Y	ENG 3105 or 3107 w. labs
ENG3551	Writing Lab for ENG 3550	Direct Conversion		ENG 3106
ENG3006	College English Workshop	Direct Conversion		ENG 2105
ENG3007	Writing Lab for ENG 3006	Direct Conversion		ENG 2106
ENG3020	Children's Literature	Direct Conversion		ENG 3210
ENG3200	Poetry	Direct Conversion		ENG 3220
ENG3520	Expository and Persuasive Writing (Intensive)	Direct Conversion	Y	ENG 3260
ENG4020	Expository Writing Workshop	Direct Conversion		ENG 3240
ENG4119	Creative Writing: Fiction	Direct Conversion		ENG 3230
ENG4180	Writing for Publication	Direct Conversion		ENG 4210
ENG4455	Topics in Shakespeare	Direct Conversion		ENG 4455
ESC1105	Physical and Historical Geology	Direct Conversion		ESC 1100
ESC1110	Environmental Science	Direct Conversion		ESC 1250
ESC1121	Introduction to Meteorology and Weather Forecasting	Direct Conversion		ESC 1150
ESC1123	Observational Astronomy	Direct Conversion		ESC 2100
ESC1535	Science, Technology, and Society	Direct Conversion		ESC 1300
ESC2010	Introduction to Oceanography	Direct Conversion		ESC 1200
ESC2015	Disasters, Nature's Violence, and the Human Threat	Direct Conversion		ESC 2200
ESC2120	Wetlands and Coastal Ecology	Direct Conversion		ESC 3200
ESC2121	Urban Ecology	Direct Conversion		ESC 3250
ESC2435	Air Quality and Human Respiratory Problems	Direct Conversion		ESC 3210
ESC3009	Geochemistry of Natural Waters	Direct Conversion		ESC 3220
ESC3241	Environmental Practices and Applications	Direct Conversion		ESC 4850
ETC1101	Introduction to C++ Programming	Direct Conversion		ETC1101 + ETG2010 = GET 2100
ETC3161	Data Communication Protocols	Direct Conversion		CET 3100
ETC3251	Software Engineering	Direct Conversion		CET 3500
ETC3313	MCSE Server Administration	Direct Conversion		ITC 4210
ETC3341	Oracle SQL Programming	Direct Conversion		ITC 3300
ETC3343	Oracle Fundamentals 1	Direct Conversion		ITC 4260
ETC4233	Computer Security	Direct Conversion		CET 4200
ETC4510	Embedded Microcomputer Systems	Direct Conversion		CET 3400
ETC4514	Computer Architecture	Direct Conversion		CET 3200
ETC4522	Systems-Level Programming	Direct Conversion		CET 4310
ETE1101	Introduction to DC Networks	Direct Conversion		EET 2000
ETE1103	DC Network Analysis	Direct Conversion		EET 2001
ETE1211	Introduction to Electrical Measurements	Direct Conversion		EET 3500
ETE1213	Applied Electrical Measurements	Direct Conversion		EET 3501
ETE2011	Introduction to Signal Analysis	Direct Conversion		EET 3800
ETE2013	Digital Communication Systems	Direct Conversion		EET 4140
ETE2021	Basic Optics and Optical Systems Design	Direct Conversion		EET 4130
ETE2101	Introduction to AC Networks	Direct Conversion		EET 2100
ETE2103	AC Network Analysis	Direct Conversion		EET 2101
ETE2121	Introduction to Linear Circuits	Direct Conversion		EET 3100
ETE2123	Applied Linear Circuits	Direct Conversion		EET 3150
ETE2331	Introduction to Digital Systems	Direct Conversion		EET 3300
ETE2333	Applied Digital Systems	Direct Conversion		EET 3350
ETE3031	Engineering Analysis	Direct Conversion		EET 3000
ETE3121	Analog Electronics	Direct Conversion		EET 3200
ETE3123	Applied Analog Electronics	Direct Conversion		EET 3201
ETE3131	Sequential Digital Systems	Direct Conversion		EET 3400
ETE3133	Applied Sequential Digital Systems	Direct Conversion		EET 3401
ETE3401	Introduction to Power Systems	Direct Conversion		EET 4100

ETE3411	Energy Conversion	Direct Conversion		EET 3700
ETE3511	Control Engineering	Direct Conversion		EET 4310
ETE4011	Analog Circuit Simulation	Direct Conversion		EET 4320
ETE4520	Industrial Control Systems 1	Direct Conversion		EET 4110
ETE4521	Industrial Control Systems 2	Direct Conversion		EET 4340
ETG1001	Engineering Graphics 1	Direct Conversion		GET 1150
ETG2021	Engineering Graphics 2	Direct Conversion		GET 1150
ETG1005	Introduction to Engineering and Technology	Direct Conversion		GET 1100
ETG3001	Engineering Economy	Direct Conversion		GET 2200
ETG3023	AutoCAD Solids Modeling	Direct Conversion		MET 2020
ETG3041	Technical Communications	Direct Conversion		ENG 3105
ETG4880	Capstone Preparation	Direct Conversion		GET 4840
ETG4955	Capstone Design Project	Direct Conversion		GET 4850
ETM2100	Statics	Direct Conversion		MET 2100
ETM2200	Dynamics	Direct Conversion		MET 2200
ETM3001	Materials	Direct Conversion		MET 3300
ETM3101	Engineering Stress Analysis	Direct Conversion		MET 3100
ETM3102	Lab for ETM 3101	Direct Conversion		MET 3101
ETM3301	Fluid Mechanics	Direct Conversion		MET 3200
ETM3302	Lab for ETM 3301	Direct Conversion		MET 3201
ETM3305	Theory of Engineering Measurements and Data Analysis	Direct Conversion		MET 3500
ETM3306	Lab for ETM 3305	Direct Conversion		MET 3501
ETM3311	Engineering Thermodynamics	Direct Conversion		MET 3400
ETM3312	Lab for ETM 3311	Direct Conversion		MET 3401
ETM3315	Heat Transfer Engineering	Direct Conversion		MET 3600
ETM3316	Lab for ETM 3315	Direct Conversion		MET 3601
ETM3321	Heating, Ventilation, and Air Conditioning	Direct Conversion		MET4410
ETM4115	Mechanical Design	Direct Conversion		MET 4100
ETM4401	Power Generation	Direct Conversion		MET 4310
ETM4403	Renewable Energy Power	Direct Conversion		MET 4300
ETM4411	Fuel Cells: Principles and Technologies	Direct Conversion		MET 4440
ETM4513	Vehicle Engineering and Design	Direct Conversion		MET 4430
FIN1101	Personal Finance	Direct Conversion		FIN 1200
FIN2822	Credit Analysis and Working Capital Management	Direct Conversion		FIN 4220
FIN2850	Financial Management (Intensive)	Direct Conversion		FIN 2100
FIN4503	Financial Institutions and Markets	Direct Conversion		FIN 3310
FIN4560	International Finance	Direct Conversion		FIN 4230
GIS5101	Introduction to Geographic Information Systems	Direct Conversion		ESC 3100
HMG1103	Managing Health Service Organizations Intensive	Direct Conversion	Y	HMG 1100
HMG1216	Health Law, Regulation, and Planning	Direct Conversion	Y	HMG 2110
HMG3122	Quality Assurance in Healthcare Management	Direct Conversion		HMG 3220
HMG3135	Healthcare Operations Management	Direct Conversion		HMG 2100
HRM2010	Human Resources Management	Direct Conversion		HRM 2320
HRM2101	Organizational Behavior	Direct Conversion		MGT 2310
HRM2103	Organizational Behavior, Innovation, and Change Management	Direct Conversion	Y	MGT 2310 + MGT 4220
HRM2350	Organizational Behavior and Leadership (Intensive)	Direct Conversion	Y	MGT 2310 + LDR 1200
HSC1101	Basic Pharmacology	Direct Conversion		HSC 3320
HSC2100	Public Health	Direct Conversion		HMG 3240
HSC2200	Epidemiology	Direct Conversion		HSC 3300
HST1001	The Civilization of the Ancient and Medieval World	Direct Conversion		HST 1100
HST1201	American History 1763-1848	Direct Conversion		HST 1200
HST2205	Coming to America: The American Immigrant Experience	Direct Conversion		HST 2425
HST3131	The World: 1945-Present	Direct Conversion		HST 2150
HST3204	Boston since 1822	Direct Conversion		HST 2340
HST4100	Senior Seminar/Project	Direct Conversion		HST4850
HSV2000	Introduction to Human Services	Direct Conversion		HSV 1100
HSV2001	Legal and Ethical Issues in Health and Human Services	Direct Conversion		PHL 2130
HSV2230	Human Behavior in the Social Environment	Direct Conversion		HSV 2240
HSV2350	Communications in the Helping Professions in the Twenty-First Century	Direct Conversion		CMN 1100



HSV2510	Social Services Volunteer Practicum	Direct Conversion		HSV 3400
HSV2660	Social Welfare Past and Present	Direct Conversion		HSV 2400
INT4891	Senior Project in Liberal Studies	Direct Conversion		LST 4850
ITC1001	Introduction to PC Productivity Tools	Direct Conversion		ITC 1000
ITC1240	Web, Mobile, and Emerging Platforms 1	Direct Conversion		ITC 2400
ITC1252	Network Foundations 2	Direct Conversion		ITC 2200
ITC1255	Human-Computer Interaction	Direct Conversion		ITC 1100
ITC1305	Operating Systems Concepts	Direct Conversion		ITC 1200
ITC2003	Advanced PC Productivity Tools	Direct Conversion		ITC 2016
ITC2020	Digital Collaboration and Knowledge Management	Direct Conversion		ITC 2020
ITC2214	Advanced Database Web Sites with PHP/MySQL	Direct Conversion		ITC 3150
ITC2253	Network Security	Direct Conversion		ITC 4200
ITC2254	Web, Mobile, and Emerging Platforms 2	Direct Conversion		ITC 3220
ITC2307	Programming 2	Direct Conversion		ITC 2100
ITC2305	Advanced Java Programming	Direct Conversion		ITC 2100
ITC2320	SQL: Introduction to Structured Query Language	Direct Conversion		ITC 3300
ITC2425	Information System Design and Development	Direct Conversion		ITC 2000
ITC2820	IT Project Management	Direct Conversion		ITC 4500
ITC3020	Advanced Database Technologies	Direct Conversion		ITC 2300
ITC3256	Information Security Management	Direct Conversion		ITC 4600
ITC4335	Data Warehousing Technologies	Direct Conversion		ITC 3320
ITC2820	IT Project Management	Direct Conversion		ITC 4850
JRN2000	Public Relations Basics and Practice	Direct Conversion		CMN 3220
LDR1201	Assessing Your Leadership Capability	Direct Conversion		LDR 1200
LDR2285	Leadership and Ethical Issues in Science, Technology, and Society	Direct Conversion		PHL 2140
LDR2720	Evidence-Based Leadership and Decision Making	Direct Conversion		LDR 3400
LDR3230	Ethical Decision Making	Direct Conversion		PHL 2100
MGT1503	Managing in a Diverse and Changing World	Direct Conversion		MGT 2100
MGT2410	Project Management	Direct Conversion		MGT 4210
MGT3020	Innovation and Change Management	Direct Conversion		MGT 4220
MGT3446	International Business and Management	Direct Conversion		MGT 3220
MGT4412	Project Management Practices and Application	Partial Conversion	Y	MGT 4210
MGT4750	Business Strategy (Intensive)	Direct Conversion	Y	MGT 4850
MIS2701	Information Systems for Management	Direct Conversion		MGT 2210
MKT1001	Principles of Marketing	Direct Conversion		MKT 2100
MKT2325	Consumer Behavior	Direct Conversion		MKT 2220
MTH0101	Foundations of Mathematics	Direct Conversion		MTH 0108
MTH2101	Precalculus	Direct Conversion		MTH 1200
MTH2550	Technology and Applications of Discrete Mathematics	Direct Conversion		MTH 2400
MTH3015	Calculus 3	Direct Conversion		MTH 2105
MTH4005	Differential Equations	Direct Conversion		MTH 3200
OPM1130	Basics of Supply Chain Management	Direct Conversion		MGT 2220
OPM2444	Resource Planning & Scheduling	Direct Conversion		MGT 3444
OPM2451	Purchasing	Direct Conversion		MGT 3451
OPM2657	Business Negotiations	Direct Conversion		CMN 3100
OPM2820	Operations Management Policy	Direct Conversion		MGT 2820
PHL1010	Social and Political Philosophy	Direct Conversion		PHL 1100
PHL2180	Business Ethics	Direct Conversion		PHL 2100
PHL3010	Logic	Direct Conversion		PHL 2310
PHY3101	Physics 3	Direct Conversion		PHY 2200
PHY3102	Laboratory for PHY 3101	Direct Conversion		PHY 2201
POL1250	Introduction to American Government	Direct Conversion		POL 1300
POL2230	Civil Liberties	Direct Conversion		POL 3310
POL2400	International Relations	Direct Conversion		POL 1120
POL2840	American Foreign Policy	Direct Conversion		POL 3320
POL3005	Modern Political Theory	Direct Conversion		POL 2420
POL3110	Political Parties and Pressure Groups	Direct Conversion		POL 2320
POL3115	State and Local Government	Direct Conversion		POL 2315
PSY2100	Learning	Direct Conversion		PSY 4220
PSY2105	Motivation	Direct Conversion		PSY 4320
PSY2130	Stress and Its Management	Direct Conversion		PSY 2230
PSY2215	Personality	Direct Conversion		PSY 4310

PSY2325	Social Psychology	Direct Conversion	PSY 3200
PSY2735	Human Sexuality and Love	Direct Conversion	PSY 2240
PSY3515	Abnormal Psychology	Direct Conversion	PSY 3210
PSY3765	Sensation and Perception	Direct Conversion	PSY 3240
PSY4145	Physiological Psychology	Direct Conversion	PSY 4230
PSY4262	Cognition and Language	Direct Conversion	PSY 3220
SOC1110	Diversity	Direct Conversion	SOC 1220
SOC1120	Sociology of Boston	Direct Conversion	SOC 1210
SOC1635	Race and Ethnicity	Direct Conversion	SOC 1230
SOC2130	Popular Culture	Direct Conversion	SOC 2100
SOC2160	Drugs and Society	Direct Conversion	SOC 2200
SOC2305	Sociology of Drinking	Direct Conversion	SOC 2220
SOC2420	Death and Dying	Direct Conversion	SOC 2240
SOC2425	Social Problems	Direct Conversion	HSV 3300
SOC2440	Gender and Work Roles in Society	Direct Conversion	SOC 2340
SOC2634	Family Functions and Dysfunctions	Direct Conversion	SOC 2320
SOC3410	Statistics for Social Sciences	Direct Conversion	MTH 2310
SOC3631	Research Methods: Generating and Investigating Research Problems	Direct Conversion	HSV 3350
SOC4105	Poverty, Power, and Social Change	Direct Conversion	SOC 2350
SOC4333	Advanced Research Methods	Direct Conversion	SOC 3200
TCC2005	Technical Editing	Direct Conversion	TCC 3210
TCC3010	Technical-Promotional Writing	Direct Conversion	TCC 3220
TCC3115	Writing for the Web	Direct Conversion	TCC 3450
TCC4120	Proposal Writing	Direct Conversion	TCC 3240
TCC4130	Writing for the Biotechnology Industry	Direct Conversion	TCC 3230

Memorandum of Agreement Semester Conversion  
Appendix B

Quarter Course	Course Title	Category	Intensive Course	Semester Course Equivalent
ACC1110	Accounting Basics for Managers	Not Converted		N/A
ACC3205	Accounting Information Systems	Not Converted		N/A
ACC4403	Financial Reporting and Analysis 4 (Capstone)	Not Converted		N/A
ANT1010	Physical Anthropology	Not Converted		N/A
ANT2105	Folklore	Not Converted		N/A
ART1010	History of Art since 1400	Not Converted		N/A
ART1015	Modern Art	Not Converted		N/A
ART1020	American Art	Not Converted		N/A
ART1115	Principles of Drawing (Studio)	Not Converted		N/A
ART1161	Digital Photography 2 (Studio)	Not Converted		N/A
ART2105	Visual Foundations: Three-Dimensional Design (Studio)	Not Converted		N/A
ART2111	Designing Digital Visual Interfaces	Not Converted		N/A
ART2112	Designing Web Graphics 2	Not Converted		N/A
ART2510	Digital Print Production	Not Converted		N/A
ART2601	Introduction to Computer Graphics (Studio)	Not Converted		N/A
ART3010	Creative Imaging: Custom Computer Design (Studio)	Not Converted		N/A
ART3230	History of Photography	Not Converted		N/A
ART3320	Advanced Computer Illustration (Studio)	Not Converted		N/A
ART4630	Advanced Electronic Publishing Design (Studio)	Not Converted		N/A
ART4700	Portfolio Development Workshop (Studio)	Not Converted		N/A
BIO1030	Botany	Not Converted		N/A
BIO1815	Biology of AIDS and STDs	Not Converted		N/A
BIO1825	Biology Today: An Issues Approach	Not Converted		N/A
BIO3005	Critical Thinking for Research	Not Converted		N/A
BIO3600	Ecology 1	Not Converted		N/A
BIO3610	Ecology 2	Not Converted		N/A
BLW2051	Employment Law--Employee Rights	Not Converted		N/A
BLW2305	Intellectual Property	Not Converted		N/A
BLW3304	Employment Law	Not Converted		N/A
BTC2310	Production Regulatory Affairs, Current Good Manufact	Not Converted		N/A
BTC2320	R&D Regulatory Affairs, Good Laboratory Practice	Not Converted		N/A
BTC2340	Introduction to International Regulatory Affairs	Not Converted		N/A
BTC3210	Immunology	Not Converted		N/A
BTC3310	Development of New Vaccines	Not Converted		N/A
CHM2105	Chemistry and the Environment	Not Converted		N/A
CJS1001	Introduction to Criminal Justice	Not Converted		N/A
CJS1105	Criminal Procedure	Not Converted		N/A
CJS1110	Introduction to Law 1	Not Converted		N/A
CJS1504	Juvenile Justice	Not Converted		N/A
CJS2109	Organized Crime	Not Converted		N/A
CJS2111	Political Crime and Terrorism	Not Converted		N/A
CJS2114	Race, Crime, and Justice	Not Converted		N/A
CJS2115	Understanding the Department of Homeland Security	Not Converted		N/A
CJS2300	Crime Scene Investigation	Not Converted		N/A
CMN1101	Fundamentals of Human Communication	Not Converted		N/A
CMN1102	Interpersonal and Group Communication	Not Converted		N/A
CMN1103	Organizational and Group Communication	Not Converted	Y	N/A
CMN1151	Listening	Not Converted		N/A
CMN1156	Techniques of Persuasion and Argumentation	Not Converted		N/A
CMN2080	Emerging Communication Technology	Not Converted		N/A
CMN2156	Persuasion, Argue, and Negotiate	Not Converted		N/A
CMN2201	Business and Professional Speaking and Presentatio	Not Converted	Y	N/A
CMN2210	Organizational Communication and Leadership Issue	Not Converted	Y	N/A
CMN3040	Intercultural Communication and the Organization	Not Converted		N/A
CMN3250	Mediated Communication and Media Relations	Not Converted		N/A
CMN4170	Meeting Dynamics and Communication	Not Converted		N/A
ECN2205	Healthcare Economics	Not Converted		N/A
ECN2510	Statistics and Business Decision Models	Not Converted		N/A
ECN3100	Economic Growth and Development	Not Converted		N/A

ECN3360	Managerial Economics	Not Converted		N/A
ESC1525	Energy for Today and Tomorrow	Not Converted		N/A
ESC1845	Environmental Planning	Not Converted		N/A
ESC2105	Geology of the Boston Area	Not Converted		N/A
ESC3435	Water Resources Management	Not Converted		N/A
ESL1050	Cases in American Organizations	Not Converted		N/A
ETC1103	C++ Application Development	Not Converted		N/A
ETC3121	Assembly Language	Not Converted		N/A
ETC3271	Introduction to Databases	Not Converted		N/A
ETC3311	MCSE Professional Administration	Not Converted		N/A
ETC3315	MCSE Network Administration	Not Converted		N/A
ETC3317	MCSE Directory Services Administration	Not Converted		N/A
ETC4512	Advanced Object-Oriented Programming	Not Converted		N/A
ETC4528	The Linux/Apache Web Server	Not Converted		N/A
ETE2022	Applied Photonics for Engineers	Not Converted		N/A
ETE3403	Applied Power Systems	Not Converted		N/A
ETE3421	Introduction to Distributive Systems	Not Converted		N/A
ETE3423	Applied Distributive Systems	Not Converted		N/A
ETE4013	Digital Circuit Simulation	Not Converted		N/A
ETF2011	Computer-Aided Manufacturing 1	Not Converted		N/A
ETF3011	Computer-Aided Manufacturing 2	Not Converted		N/A
ETG3025	Pro/ENGINEER	Not Converted		N/A
ETM4113	Roark and Young Stress Analysis	Not Converted		N/A
ETM4417	Heat Exchanger and Pump Engineering	Not Converted		N/A
ETM4501	Mechanical Vibrations	Not Converted		N/A
ETM4512	Hybrid Vehicle Technologies and Design	Not Converted		N/A
FIN2110	Finance Basics for Managers	Not Converted		N/A
FIN2825	Budgeting and Planning	Not Converted		N/A
HMG1101	Healthcare Delivery Systems	Not Converted		N/A
HMG2101	Principles and Practices of Community Health 1	Not Converted		N/A
HMG2115	Patients' Impact on Decision Making	Not Converted		N/A
HMG2166	Factors Affecting Health Service Management	Not Converted		N/A
HMG2201	Current Issues in Health Services Management	Not Converted		N/A
HMG3250	Healthcare Financial Management (Intensive)	Not Converted	Y	N/A
HRM1100	Community Leadership Development	Not Converted		N/A
HRM2015	Techniques of Employee Selection	Not Converted		N/A
HRM2325	Training and Development	Not Converted		N/A
HRM2445	Human Resources Information Systems	Not Converted		N/A
HRM2655	Compensation Management	Not Converted		N/A
HSC1215	Statistics for Health Professionals	Not Converted		N/A
HSC2101	Health Issues of Environmental Problems	Not Converted		N/A
HSC2102	Women's Health Issues	Not Converted		N/A
HSC2103	Men's Health Issues	Not Converted		N/A
HSC2104	Health Issues for Young Adults	Not Converted		N/A
INT2305	Introduction to Liberal Studies	Not Converted		N/A
INT3200	Workshop in Creativity	Not Converted		N/A
ITC1002	Technology and Information Fluency	Not Converted		N/A
ITC1120	Website Design	Not Converted		N/A
ITC1201	Technology and Information Fluency Practicum	Not Converted		N/A
ITC1206	Technology Fluency Practicum	Not Converted		N/A
ITC1207	Database Practicum	Not Converted		N/A
ITC1230	PC Database Software	Not Converted		N/A
ITC1235	Internet Essentials	Not Converted		N/A
ITC1247	XML Fundamentals	Not Converted		N/A
ITC1251	Network Foundations 1	Not Converted		N/A
ITC2001	Java Programming	Not Converted		N/A
ITC2002	Programming 1	Not Converted		N/A
ITC2005	Computer Architecture and Systems Programming	Not Converted		N/A
ITC2015	JavaScript Essentials	Not Converted		N/A
ITC2210	Programming Logic	Not Converted		N/A
ITC2213	Database Web Sites with PHP/MySQL	Not Converted		N/A
ITC2215	Web Animation Using Flash	Not Converted		N/A
ITC2305	Advanced Java Programming	Not Converted		N/A
ITC2500	Technology and Information Fluency	Not Converted		N/A
ITC2531	Leveraging Database Technologies	Not Converted		N/A

ITC2604	UNIX for Windows Users	Not Converted		N/A
ITC2605	IT Strategy, Management, and Policy	Not Converted	Y	N/A
ITC2610	UNIX System Overview	Not Converted		N/A
ITC2705	Object-Oriented Programming	Not Converted		N/A
ITC2800	Information Security Legal Issues and Risk Management	Not Converted		N/A
ITC3001	Database Management Systems	Not Converted		N/A
ITC3005	Advanced C#.NET	Not Converted		N/A
ITC3006	Systems and Network Administration	Not Converted		N/A
ITC3013	Network Concepts and Applications	Not Converted		N/A
ITC3014	Network Security Lab	Not Converted		N/A
ITC4340	Mobile and Wireless Networks and Applications	Not Converted		N/A
JRN1050	Writing for the Media	Not Converted		N/A
JRN2100	Advertising Basics and Practice	Not Converted		N/A
LDR1003	Learning Leadership	Not Converted		N/A
LDR1101	Overcoming Barriers to Leadership	Not Converted		N/A
LDR1102	Your Leadership Challenge	Not Converted		N/A
LDR1103	Your Leadership Team	Not Converted		N/A
LDR1104	Leadership Case Analysis	Not Converted		N/A
LDR1202	Establishing the Framework: What Is Leadership?	Not Converted		N/A
LDR1203	Assessing and Building Leadership Capacity	Not Converted		N/A
MGT2658	Today's Management Issues	Not Converted		N/A
MGT4420	Advanced Project Management Process	Not Converted		N/A
MIS1101	Structured Systems Analysis and Design 1	Not Converted		N/A
MIS1102	Structured Systems Analysis and Design 2	Not Converted		N/A
MIS1245	Net Security and Legal Issues	Not Converted		N/A
MIS1246	Introduction to Information Privacy	Not Converted		N/A
MKT2005	Internet Marketing	Not Converted		N/A
MKT4457	Marketing Strategy	Not Converted		N/A
MTH0102	College Mathematics 1	Not Converted		N/A
MTH0120	Prealgebra	Not Converted		N/A
MTH0130	Prealgebra	Not Converted		N/A
MTH1138	Developing Basic Mathematics Skills 2	Not Converted		N/A
MTH2512	Finite Mathematics	Not Converted		N/A
MTH2513	Business Decision Models and Finite Mathematics	Not Converted	Y	N/A
MUS1001	Music: A Listening Experience	Not Converted		N/A
MUS1009	Music and the Arts	Not Converted		N/A
MUS1060	Music Therapy	Not Converted		N/A
MUS1180	The Entertainment Industry	Not Converted		N/A
PHL1001	Introduction to Philosophy and Ethics	Not Converted		N/A
PHL2160	Bioethics	Not Converted		N/A
PHL2560	Business Ethics and Decision Making	Not Converted		N/A
POL1001	Introduction to Politics	Not Converted		N/A
POL2100	Politics of Health in International Development	Not Converted		N/A
POL2105	Business and Government	Not Converted		N/A
POL2305	The Sixties	Not Converted		N/A
POL2510	Politics and Documentary Film	Not Converted		N/A
POL2520	Government and Politics in the Middle East	Not Converted		N/A
POL2525	Religion and Global Terrorism	Not Converted		N/A
POL2805	International Organizations	Not Converted		N/A
POL3003	Introduction to Political Theory	Not Converted		N/A
POL3100	American Political Thought	Not Converted		N/A
POL3125	The Congress	Not Converted		N/A
POL3130	American Constitutional Law	Not Converted		N/A
POL3200	Current Political Issues	Not Converted		N/A
POL3235	Criminal and Civil Due Process	Not Converted		N/A
POL3580	International Relations and Organizations	Not Converted		N/A
PSY2660	Abnormal Psychology Through Fiction	Not Converted		N/A
PSY3100	Statistics and Analysis in Psychology 1	Not Converted		N/A
SOC2301	Sociology 3	Not Converted		N/A
TCC3127	Technical Writing for Regulatory Agencies	Not Converted		N/A
TCC3130	Documentation Development and Completion	Not Converted		N/A
TCC3135	Online Documentation	Not Converted		N/A
TCC3301	Software Technical Writing 1	Not Converted		N/A
TRN1001	Essentials of Transportation	Not Converted		N/A
TRN1002	Logistics	Not Converted		N/A

Memorandum of Agreement Semester Conversion  
Appendix C

Quarter Course	Course Title	Category	Intensive Course	Semester Course Equivalent
ACC1001	Financial Accounting 1	Merge 2 to 1		ACC 1001 + ACC 1002 = ACC 2100
ACC1002	Financial Accounting 2	Merge 2 to 1		ACC 1001 + ACC 1002 = ACC 2100
ACC2001	Financial Reporting and Analysis 1	Merge 2 to 1		ACC 2001 + ACC 2002 = ACC 3201
ACC2002	Financial Reporting and Analysis 2	Merge 2 to 1		ACC 2001 + ACC 2002 = ACC 3201
ACC2101	Strategic Cost Analysis 1	Merge 2 to 1		ACC 2101 + ACC 2102 = ACC 3103
ACC2102	Strategic Cost Analysis 2	Merge 2 to 1		ACC 2101 + ACC 2102 = ACC 3103
ACC3701	Concepts in Taxation 1	Merge 2 to 1		ACC 3701 + ACC 4202 = ACC 3410
ACC4202	Concepts in Taxation 2	Merge 2 to 1		ACC 3701 + ACC 4202 = ACC 3410
ACC4301	Advanced Accounting 1	Merge 2 to 1		ACC 4301 + ACC 4302 = ACC 4420
ACC4302	Advanced Accounting 2	Merge 2 to 1		ACC 4301 + ACC 4302 = ACC 4420
ACC4501	Auditing 1	Merge 2 to 1		ACC 4501 + ACC 4502 = ACC 4330
ACC4502	Auditing 2	Merge 2 to 1		ACC 4501 + ACC 4502 = ACC 4330
ANT1020	Cultural Anthropology: Kinship Societies	Merge 2 to 1		ANT 1020 + ANT 1025 = ANT 1150
ANT1025	Cultural Anthropology: State Societies	Merge 2 to 1		ANT 1020 + ANT 1025 = ANT 1150
BIO1010	Biology 1 (Principles)	Merge 2 to 1		BIO 1010 + BIO 1210 = BIO 1100
BIO1210	Biology 2 (Diversity)	Merge 2 to 1		BIO 1010 + BIO 1210 = BIO 1100
BIO1011	Laboratory for Biology 1	Merge 2 to 1		BIO 1011 + BIO 1211 = BIO 1101
BIO1211	Laboratory for Biology 2	Merge 2 to 1		BIO 1011 + BIO 1211 = BIO 1101
BIO2610	Human Anatomy and Physiology 1	Merge 2 to 1		BIO 2610 + BIO 2710 = BIO 1600
BIO2710	Human Anatomy and Physiology 2	Merge 2 to 1		BIO 2610 + BIO 2710 = BIO 1600
BIO2611	Laboratory for Human Anatomy and Physiology 1	Merge 2 to 1		BIO 2611 + BIO 2711 = BIO 1601
BIO2711	Laboratory for Human Anatomy and Physiology 2	Merge 2 to 1		BIO 2611 + BIO 2711 = BIO 1601
BIO3010	Microbiology 1	Merge 3 to 1		BIO 3010 + BIO 3060 + BIO 3210 = BIO 2100
BIO3060	Microbiology 2	Merge 3 to 1		BIO 3010 + BIO 3060 + BIO 3210 = BIO 2100
BIO3210	Microbiology 3	Merge 3 to 1		BIO 3010 + BIO 3060 + BIO 3210 = BIO 2100
BIO3011	Laboratory for Microbiology 1	Merge 3 to 1		BIO 3011 + BIO 3061 + BIO 3211 = BIO 2101
BIO3061	Laboratory for Microbiology 2	Merge 3 to 1		BIO 3011 + BIO 3061 + BIO 3211 = BIO 2101
BIO3211	Laboratory for Microbiology 3	Merge 3 to 1		BIO 3011 + BIO 3061 + BIO 3211 = BIO 2101
BIO3710	Genetics and Molecular Biology 1	Merge 2 to 1		BIO 3710 + BIO 3730 = BIO 2500

BIO3730	Genetics and Molecular Biology 2	Merge 2 to 1		BIO 3710 + BIO 3730 = BIO 2500
BIO4240	Cell Biology 1	Merge 2 to 1		BIO 4240 + BIO 4250 = BIO 2300
BIO4250	Cell Biology 2	Merge 2 to 1		BIO 4240 + BIO 4250 = BIO 2300
BIO4410	Biochemistry 1	Merge 2 to 1		BIO 4410 + BIO 4610 = BIO 3100
BIO4610	Biochemistry 2	Merge 2 to 1		BIO 4410 + BIO 4610 = BIO 3100
BLW1001	Business Law 1	Merge 2 to 1		BLW 1001 + BLW 2001 = MGT 2330
BLW2001	Business Law 2	Merge 2 to 1		BLW 1001 + BLW 2001 = MGT 2330
CHM1011	Chemical Principles 1	Merge 2 to 1		CHM 1011 + CHM 1015 = CHM 1100
CHM1015	Chemical Principles 2	Merge 2 to 1		CHM 1011 + CHM 1015 = CHM 1100
CHM1012	Laboratory for Chemical Principles 1	Merge 2 to 1		CHM 1012 + CHM 1016 = CHM 1101
CHM1016	Laboratory for Chemical Principles 2	Merge 2 to 1		CHM 1012 + CHM 1016 = CHM 1101
CHM2010	Organic Chemistry 1	Merge 2 to 1		CHM 2010 + CHM 3015 = CHM 2110
CHM3015	Organic Chemistry 2	Merge 2 to 1		CHM 2010 + CHM 3015 = CHM 2110
CHM2011	Laboratory for Organic Chemistry 1	Merge 2 to 1		CHM 2011 + CHM 3016 = CHM 2111
CHM3016	Laboratory for Organic Chemistry 2	Merge 2 to 1		CHM 2011 + CHM 3016 = CHM 2111
ECN2001	Statistics 1	Merge 2 to 1		ECN 2001 + ECN 2002 = MTH 2300
ECN2002	Statistics 2	Merge 2 to 1		ECN 2001 + ECN 2002 = MTH 2300
ENG2201	English Lit 1	Merge 2 to 1		ENG2201 + ENG2211 = ENG2230
ENG2211	English Lit 2	Merge 2 to 1		ENG2201 + ENG2211 = ENG2230
ENG2420	American Lit 1	Merge 2 to 1		ENG2420 + ENG2421 = ENG2450
ENG2421	American Lit 2	Merge 2 to 1		ENG2420 + ENG2421 = ENG2450
ENG3001	Expository and Persuasive Writing 1	Merge 2 to 1		ENG3001 + ENG3002 = ENG3260
ENG3002	Expository and Persuasive Writing 2	Merge 2 to 1		ENG3001 + ENG3002 = ENG3260
ENG3003	Writing for the Professions 1	Merge 2 to 1		ENG3003 + ENG3004 = ENG3105 or ENG3107
ENG3004	Writing for the Professions 2	Merge 2 to 1		ENG3003 + ENG3004 = ENG3105 or ENG3107
ENG3432	Western World Literature 1	Merge 2 to 1		ENG3432 + ENG3433 = ENG3440
ENG3433	Western World Literature 2	Merge 2 to 1		ENG3432 + ENG3433 = ENG3440
ETC1015	Introduction to Computer Organization	Merge 2 to 1		ETC1015 + ETC1017 = CET 2100
ETC1017	Introduction to Computer Hardware	Merge 2 to 1		ETC1015 + ETC1017 = CET 2100
ETC2101	Introduction to C++/Data Structures	Merge 2 to 1		ETC2101 + ETC 2103 = CET 2200
ETC2103	Data Structure Applications in C++	Merge 2 to 1		ETC2101 + ETC 2103 = CET 2200
ETC3463	Operating Systems	Merge 2 to 1		ETC3463 + ETC3465 = CET 3000

ETC3465	UNIX Operating System	Merge 2 to 1		ETC3463 + ETC3465 = CET 3000
ETG2010	Applications for Data Analysis	Merge 2 to 1		ETC1101 + ETG2010 = GET 2100
ETG2011	AutoCAD 1	Merge 3 to 1		ETG2011 + ETG2013 + ETG3031 = MET 2000
ETG2013	AutoCAD 2	Merge 3 to 1		ETG2011 + ETG2013 + ETG3031 = MET 2000
ETG3031	Geometric Dimensioning and Tolerancing	Merge 3 to 1		ETG2011 + ETG2013 + ETG3031 = MET 2000
FIN2801	Principles of Finance	Merge 2 to 1		FIN 2801 + FIN 2802 = FIN 2105
FIN2802	Financial Management	Merge 2 to 1		FIN 2801 + FIN 2802 = FIN 2105
FIN3210	Investment Principles	Merge 2 to 1		FIN 3210 + FIN 4611 = FIN 3340
FIN4611	Investment Management	Merge 2 to 1		FIN 3210 + FIN 4611 = FIN 3340
HMG1001	Managing Health Services Organizations 1	Merge 2 to 1		HMG 1001 + HMG 1002 = HMG 1100
HMG1002	Managing Health Services Organizations 2	Merge 2 to 1		HMG 1001 + HMG 1002 = HMG 1100
HMG1201	Health Planning and Regulation	Merge 3 to 1		HMG1201 + HMG1215 + HMG1216 = HMG 2110
HMG1215	Health Law	Merge 3 to 1		HMG1201 + HMG1215 + HMG1216 = HMG 2110
HSC1100	Basic Nutrition	Merge 2 to 1		HSC1100 + HSC2200 = HSC 1200
HSC2201	Life Cycle Nutrition	Merge 2 to 1		HSC1100 + HSC2200 = HSC 1200
HSC2001	Pathophysiology 1	Merge 2 to 1		HSC 2001 + HSC 2002 = HSC 3310
HSC2002	Pathophysiology 2	Merge 2 to 1		HSC 2001 + HSC 2002 = HSC 3310
HST1002	The Civilization of the Early Modern World	Merge 2 to 1		HST 1002 + HST 1003 = HST 1150
HST1003	The Civilization of the Modern World	Merge 2 to 1		HST 1002 + HST 1003 = HST 1150
HST1202	American History 1848-1917	Merge 2 to 1		HST 1202 + HST 1203 = HST 1250
HST1203	American History since 1917	Merge 2 to 1		HST 1202 + HST 1203 = HST 1250
ITC2121	Advanced Website Design	Merge 2 to 1		ITC 3400
ITC2205	Multimedia for the Web	Merge 2 to 1		ITC 3400
ITC2420	Electronic Commerce and Web Services	Merge 2 to 1		ITC 2430
MIS1255	Electronic Commerce Systems	Merge 2 to 1		ITC 2430
ITC2615	UNIX 2	Merge 2 to 1		ITC 3250
ITC2620	UNIX System Administration	Merge 2 to 1		ITC 3250
ITC2810	C# (C Sharp) Programming	Merge 2 to 1		ITC 3100
ITC2811	Advanced Application Development	Merge 2 to 1		ITC 3100
MGT1001	Dynamics of Business 1	Merge 2 to 1		MGT 1001 + MGT 1002 = MGT 1100
MGT1002	Dynamics of Business 2	Merge 2 to 1		MGT 1001 + MGT 1002 = MGT 1100
MTH1001	College Algebra 1	Merge 2 to 1		MTH 1001 + MTH 2002 = MTH 1100
MTH2002	College Algebra 2	Merge 2 to 1		MTH 1001 + MTH 2002 = MTH 1100
MTH3005	Calculus 1	Merge 2 to 1		MTH 3005 + MTH 3010 = MTH 2100
MTH3010	Calculus 2	Merge 2 to 1		MTH 3005 + MTH 3010 = MTH 2100
MUS1070	Sound Health: Music and Relaxation 1	Merge 2 to 1		MUS1070 + MUS1071 = MUS 1100

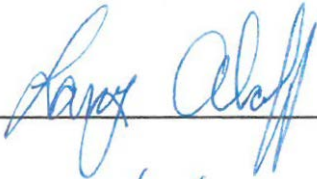


MUS1071	Sound Health: Music and Relaxation 2	Merge 2 to 1		MUS1070 + MUS1071 = MUS 1100
PHY2301	Physics 1	Merge 2 to 1		PHY 2301 + PHY 2501 = PHY 1200
PHY2501	Physics 2	Merge 2 to 1		PHY 2301 + PHY 2501 = PHY 1200
PHY2302	Laboratory for PHY 2301	Merge 2 to 1		PHY 2302 + PHY 2502 = PHY 1201
PHY2502	Laboratory for PHY 2501	Merge 2 to 1		PHY 2302 + PHY 2502 = PHY 1201
POL1370	Introduction to Comparative Politics	Merge 2 to 1		POL 1200
POL2500	Comparative Politics	Merge 2 to 1		POL 1200
PSY1010	Introduction to Psychology: Fundamental Issues	Merge 3 to 1		PSY 1010 + PSY 1210 + PSY 1410 = PSY 1100
PSY1210	Introduction to Psychology: Psychological Processes	Merge 3 to 1		PSY 1010 + PSY 1210 + PSY 1410 = PSY 1100
PSY1410	Introduction to Psychology: Personal Dynamics	Merge 3 to 1		PSY 1010 + PSY 1210 + PSY 1410 = PSY 1100
PSY3420	Development: Infancy and Childhood	Merge 3 to 1		PSY 3420 + PSY 3421 + PSY 3422 = PSY 3130
PSY3421	Development: Adolescence	Merge 3 to 1		PSY 3420 + PSY 3421 + PSY 3422 = PSY 3130
PSY3422	Development: Adulthood and Aging	Merge 3 to 1		PSY 3420 + PSY 3421 + PSY 3422 = PSY 3130
PSY4920	Research in Psychology 1	Merge 2 to 1		PSY 4920 + PSY 4930 = PSY 3450
PSY4930	Research in Psychology 2	Merge 2 to 1		PSY 4920 + PSY 4930 = PSY 3450
SOC1001	Sociology 1	Merge 2 to 1		SOC 1001 + SOC 2001 = SOC 1100
SOC2001	Sociology 2	Merge 2 to 1		SOC 1001 + SOC 2001 = SOC 1100
TCC2001	Technical Writing 1	Merge 2 to 1		TCC 2001 + TCC 2002 = TCC 2200
TCC2002	Technical Writing 2	Merge 2 to 1		TCC 2001 + TCC 2002 = TCC 2200

**Memorandum of Understanding  
Between  
SEIU Local 509 (the "Union")  
And  
Northeastern University (the "University")  
RE: Parking Fees**

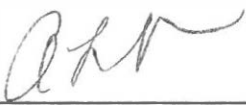
1. Faculty members who paid the University for parking during the period between the beginning of Academic Year 2015-2016 and the date of ratification of the parties' collective bargaining agreement will be reimbursed by the University for the difference between what they paid during that period and what they would have paid during that period at the parking rates in effect during Academic Year 2014-2015.
2. The Union shall withdraw the unfair labor practice filed in this matter (NLRB No. 01-CA-166886) upon satisfaction of Section 1.

FOR THE UNION:

  
\_\_\_\_\_

Date: 1/26/2016

FOR THE UNIVERSITY

  
\_\_\_\_\_

Date: 1/22/16

**Memorandum of Agreement  
Between  
SEIU Local 509  
And  
Northeastern University  
Re: New American Classroom Curriculum**

This Memorandum of Agreement (“Agreement”) is made and entered into by and between the Service Employees International Union Local 509 (the “Union”) and Northeastern University (the “University”) in full and final resolution of all effects related to the conversion of the current Global Pathways (“GP”) and American Classroom (“AC”) undergraduate curricula to a single, new American Classroom undergraduate curriculum.

**WHEREAS:**

- A. The Union and the University have met and bargained in good faith over the effects of converting (which includes merging, splitting, and phasing out) the current undergraduate courses for the GP and AC programs into consolidated, new AC undergraduate courses; and
- B. The Union and the University mutually agree as to how all effects of implementation raised by the Union shall be addressed, and
- C. “Conversion” for purposes of this Agreement shall occur at the point when the applicable GP course is completely eliminated.

**THEREFORE,** the parties agree as follows:

- 1. In the instance when a GP or AC undergraduate course is converted to a new AC version of the same course (i.e., course number and title changes made without substantive changes to course content), a faculty member who, as of ratification or during the period between the date of ratification and the date of conversion for the course would be entitled to good faith consideration under Article 9 for the current GP or AC undergraduate course, shall receive good faith consideration for the new AC version of the course and the affected faculty member’s good faith consideration for the current GP or AC course shall transfer to the newly converted AC version.
- 2. In the instance when a GP or AC course is eliminated due to implementation of the new AC undergraduate curriculum, a faculty member who, as of ratification or

during the period between the date of ratification and the date of elimination of the course would be entitled to good faith consideration under Article 9 for any eliminated course, shall choose between:

- i. receiving good faith consideration for one section of an alternative AC or GP course that, in the University's opinion, the affected faculty member is qualified to teach;

Or

- ii. receiving a one-time payment equal to seventy-five percent (75%) of the amount the affected faculty member would have been paid had s/he taught one section of the eliminated course.

3. In the instance when two or more GP or AC courses are merged into one new AC undergraduate course, a faculty member who, as of ratification or during the period between the date of ratification and the date of the merger would be entitled to receive good faith consideration under Article 9 for one of the current GP or AC courses being merged, shall receive good faith consideration for one section of the new AC undergraduate course.

4. In the instance when two or more GP or AC courses are merged into one new AC undergraduate course, a faculty member who, as of ratification or during the period between the date of ratification and the date of the merger would be entitled to receive good faith consideration under Article 9 for two or more of the current GP or AC courses being merged, shall, in the discretion of the University:

- i. retain good faith consideration for two sections of the new AC undergraduate course;


Or

- ii. retain good faith consideration for one section of the new AC undergraduate course and have the option of choosing either a) receiving good faith consideration for one section of an alternative GP or AC course that, in the University's opinion, the affected faculty member is qualified to teach, or b) receiving a one-time payment equal to seventy-five percent (75%) of the pay rate applicable to the new AC undergraduate course.

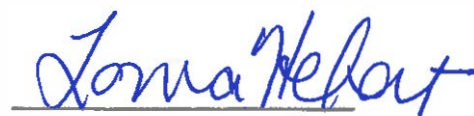
Given the unpredictable nature of enrollment levels in the GP and AC programs, the University is unable to guarantee that any particular new AC course will be scheduled to or actually run in any given term. The faculty member must make his/her selection under this section no later than 10 calendar days of receiving the offered assignment of an alternative course.

5. In the instance when a current GP or AC undergraduate course is split into two or more new AC undergraduate courses, a faculty member who, as of ratification or during the period between the date of ratification and the date of the split would be entitled to good faith consideration under Article 9 for the current GP or AC course, shall receive good faith consideration for the new AC courses and the affected faculty member's good faith consideration for the current GP or AC course shall transfer to the new AC courses.
6. A working list of the affected courses as of the date of this MOA is attached to this document as "Appendix A."
7. This Agreement contains the entire Agreement between the parties. The parties have no other written or oral Agreements. Any amendment or modification to this Agreement, or any subsequent Agreement between the parties must be in writing.

FOR THE UNION:

  
Date: 9-29-2016

FOR THE UNIVERSITY:

  
Date: 10/14/16

Course	GP or AC	GR or UG	Original Course Title	Credit Hrs	Contact Hrs	Impact?	Updated Source Number(s)	Updated Source Title(s)	Total Credit Hrs	Total Contact Hrs
ESLG 0630	GP	UG	Adv Communication Strategies	4	7	Direct Conversion	ESLG 0095	Adv Reading & Writing	4	7
ESLG 0700	AC	UG	Adv Listening and Speaking	3	3	No Change				
ESLG 0920	GP	GR	Adv Listening/Speaking Grad	3	3	No Change				
ESLG 0930	GP	GR	Advanced Reading and Writing	3	3	No Change				
ESLG 0095	AC	UG	Advanced Reading and Writing	4	7	No Change				
ESLG 0471	GP	GR	Advanced TOEFL Test Taking	3	3	No Change				
MAATM 1231	AC	UG	Calculus 1 for Business/Econ	4	3	No Change				
MAATM 1341	AC	UG	Calculus 3 for Sci/Eng	4	3	No Change				
MAATM 1342	GP	UG	Calculus 2 for Sci/Eng	4	3	No Change				
ESLG 0630	GP	UG	College Writing	4	6	Direct Conversion	ESLG 0306	College Reading & Writing	4	6
ESLG 0926	AC	UG	Communicating on Campus	3	3	Direct Conversion	ESLG 0326	College Listening & Speaking		
GRST 1020	AC	UG	Community Learning 1	1	1	No Change				
GRST 1030	AC	UG	Community Learning 2	1	1	Not Converted				
ESLG 0720	GP	GR	Critical Writing	4	6	No Change				
ESLG 0734	GP	GR	Culture & Comm Skills Grad Sch	4	7	No Change				
ESLG 0232	GP	UG	Culture & Comm Skills Univ	4	7	Split	ESLG 0270 and ESLG 0326	American Culture & Society + College Listening & Speaking	5	6
EVN 1101	GP/AC	GR/UG	Environmental Science	4	3	No Change				
ESLG 0310	GP	UG	Focus on Business and Soc Sci	3	3	Not Converted				
ESLG 0320	GP	UG	Focus on Science & Technology	3	3	Not Converted				
GRST 1102	GP	GR	Global Corp & Social Responsibility	4	3	No Change				
GRST 1001	GP/AC	GR/UG	Globalization & Internat Affs	4	3	No Change				
ESLG 0214	GP	UG	High-Intermediate Reading	4	6	Direct Conversion	ESLG 0234	Core Structure & Vocabulary	4	5
ESLG 0434	GP	UG	High-Intermediate Composition	3	3	College 2 No 1	ESLG 0244	Princip of Reading & Writing	4	5
USTY 1130	GP	UG	High-Intermediate Reading	4	5	College 2 No 1	ESLG 0244	Princip of Reading & Writing	4	5
ESLG 0420	GP	UG	Intro to Business & Leadership	3	3	Not Converted				
ESLG 0425	GP	UG	Intro to Science & Technology	3	3	Not Converted				
PHIL 1101	AC	UG	Introduction to Philosophy	4	3	No Change				
MAATM 1120	AC	UG	Introduction to Philosophy	4	3	No Change				
ECONM 1115	GP	UG	Principles of Macroeconomics	4	3	No Change				
ECONM 1202	GP	GR	Professional Speaking	4	3	No Change				
ESLG 0940	GP	GR	Reading for Business & Soc Sci	3	3	No Change				
ESLG 0943	GP	GR	Reading for Eng/Multi/Science	3	3	No Change				
ESLG 0950	GP	GR	Research and Writing for Grad	5	7	No Change				
ESLG 0021	GP	UG	Supplemental English 1	3	3	Not Converted				
ESLG 0022	GP	UG	Supplemental English 2	3	3	Not Converted				
PHIL 1145	GP	GR	Technology and Human Values	4	3	No Change				
ESLG 0600	GP	GR	TOEFL Preparation	0	3	No Change				
ESLG 0230	GP	GR	Writing for Graduate School	4	6	No Change				