****

**MEMORANDUM OF UNDERSTANDING**

**BETWEEN**

University of Maine System (“UMS”)

**AND**

Associated Clerical Office Laboratory Technical Staff of the Universities of Maine (“ACSUM/COLT”)

**WHEREAS,** UMS and ACSUM/COLT, hereinafter referred to as the "Parties," are parties to the Collective Bargaining Agreement (the "Agreement") dated January 28, 2025; and

**WHEREAS,** the Parties desire to amend certain provisions of the Agreement;

**NOW, THEREFORE,** the Parties agree as follows:

**ARTICLE I**

**Amendments**

1. **Article 3, Association Rights, Section (D)** of the Agreement is hereby amended to read as follows:

The University shall inform all unit members in writing of their obligation under Article 32, Section A to make an election as specified in the Agreement. Such notice shall be given to individuals in writing in the initial letter of appointment and shall include a citation to the ACSUM web site for new employees to use and ACSUM membership form. UMS shall provide to the Maine Education Association on a monthly basis (no later than the last business day of each month) a list of new hires within the unit that includes the following:

* 1. Name of the new hire
	2. Start date
	3. Annual salary
	4. Work location/address
	5. Work email
	6. Home mailing address
	7. Home phone number
	8. Essential employee designation

Appointment letters shall be provided to the Association upon request**.**

**ARTICLE II**

**Effective Date**

This MOU shall be effective as of January 28, 2025.

**ARTICLE III**

**Duration**

This MOU shall remain in full force and effect for the duration of the Agreement.

**ARTICLE IV**

**Entire Agreement**

With respect to the subject matter hereof, this MOU constitutes the entire agreement between the Parties and supersedes all prior or contemporaneous communications, representations, or agreements, whether oral or written.

**ARTICLE V**

**Severability**

If any provision of this MOU shall be held to be invalid or unenforceable, such provision shall be struck and the remaining provisions shall remain in full force and effect.

**ARTICLE VI**

**Counterparts**

This MOU may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

**IN WITNESS WHEREOF,** the Parties have executed this MOU as of the date first written above.

**University of Maine System**

By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Associated Clerical Office Laboratory Technical Staff of the Universities of Maine**

By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_