The Associated COLT Staff of the Universities of Maine and the University of Maine System have filed a duly executed Agreement on Appropriate Bargaining Unit (MLRB Form I) with this office memorializing their agreement that the following described unit is appropriate for the purposes of collective bargaining:

INCLUDED:

- Academic Records Specialist - CL1
- Academic Records Specialist - CL2
- Accounting Support Technician - CL1
- Accounting Support Technician - CL2
- Administrative Clerk
- Administrative Specialist - CL1
- Administrative Specialist - CL2
- Administrative Specialist - CL3
- Child Care Assistant
- Community Education Assistant - CL1
- Community Education Assistant - CL2
- Data Management Technician - CL1
- Data Management Technician - CL2
- Farm Operations Technician - CL1
- Farm Operations Technician - CL2
- Financial Aid Specialist - CL1
- Financial Aid Specialist - CL2
- IT Specialist - CL1
- IT Specialist - CL2
- IT Specialist - CL3
- Inventory Control Clerk
- Inventory Control Technician - CL1
- Inventory Control Technician - CL2
- Library Specialist - CL1
- Library Specialist - CL2
- Mail Services Assistant - CL1
- Mail Services Assistant - CL2
- Media Services Technician - CL1
- Media Services Technician - CL2
- Purchasing Technician - CL1
- Purchasing Technician - CL2
- Purchasing Technician - CL3
- Retail Services Assistant - CL1
- Retail Services Assistant - CL2
- Scientific Research Assistant
- Scientific Research Specialist - CL1
- Scientific Research Specialist - CL2
- Scientific Research Specialist - CL3

EXCLUDED:

- All persons or positions excluded by statute; all persons or positions assigned to other bargaining units; all Supervisory classified positions; and any Administrative Specialist who supervises another unit member including signing and conducting performance appraisals, discipline, recommendations for hiring.
- All Presidents' office classified employees; all hourly employees in the offices of Personnel, Human Resources, Equal Opportunity and Payroll; all hourly employees in the offices of the Chancellor, Vice-Chancellors, and the Board of Trustees; the clerical support persons to each of the campus chief academic officers.
- The primary clerical support person to each Academic Dean.
- The clerical support person to each of the campus Vice-Presidents for Finance and Administration or equivalent officers, e.g., Chief Financial Officer, Business Manager at campuses where there is no such Vice-President.
- The primary clerical support person to each of the following administrators:
  - Directors of Facilities Maintenance at UM, UMF, USM
  - Director of Police and Safety at UM
  - Director of Residential Life at UM and USM
  - Director of Financial Management at UM and USM.
- The primary clerical support person to the following System Office Administrators:
  - University Counsel
  - System Director of Facilities Management and General Services
  - Director of Finance and Controller, Assistant Controller for Finance Operations
  - Chief Information Officer
  - Chief Information Security Office
  - administrators who report directly to the Chancellor or Vice Chancellor

The Maine Labor Relations Board has ordered that this Notice be posted/distributed to all employees whose classifications are included in, or expressly excluded from, the above-described bargaining unit.

Should any employee or other person dispute the appropriateness of the unit described above or have questions or concerns regarding the bargaining unit agreement, they may contact the Board office between 8:00 a.m. and 5:00 p.m., Monday through Friday.

STATE OF MAINE
MAINE LABOR RELATIONS BOARD
90 STATE HOUSE STATION, AUGUSTA, MAINE 04333 (207) 287-2015

THIS IS AN OFFICIAL GOVERNMENT NOTICE AND MUST NOT BE DEFACED.

Issued: February 20, 2013