**Number:** HR-319

**Policy Number (if applicable):**

**Office of Primary Responsibility:** Human Resources

**Title of Procedure:** Labor Relations Committee

**Effective Date:** 3/1/2018

**Revised Date:** 4/1/2024

**Reviewed Date:** 4/1/2024

**Purpose:**

**The Labor Relations Committee (LRC) is an advisory body to the President on matters that affect labor relations at Hocking College. The LRC will convene as needed and function as an advisory group whose primary work includes, but is not limited to, the maintenance of good labor relations between Hocking College, its’ employees, and the labor unions selected to represent employee groups at Hocking College.**

**Definitions:**

**“Labor Relations” refers to the relationship between management and employees, especially with respect to the maintenance of collective bargaining agreements. It also refers to the way in which employees and management of Hocking College talk to, behave toward, and deal with each other.**

**Procedures:**

**Campus-wide input and involvement is encouraged. Prior to each LRC meeting, the meeting will be announced to the campus and input for agenda items will be requested. The official agenda will be set by the Director of Human Resources or their designee. The LRC’s agenda will be comprised of agenda items proposed by the campus community and pertinent items as determined by LRC Chair. Items requested for discussion must be made prior to the publishing of the agenda, and the committee will follow the agenda during the meeting.**

**Minutes of the LRC will be kept by Human Resources.**

**Membership:**

**The Labor Relations Committee should consist of the Chief Financial Officer, the Director of Human Resources, up to two members of each bargaining unit, and up to one consultant per bargaining unit. Additional members (rotating or permanent) may be added as needed by the committee.**

**The council will be chaired by the Director of Human Resources.**

**Specific Duties of the Committee:**

**In carrying out its responsibilities, the Committee shall:**

**1. Regularly review pertinent data and other information.**

**2. Monitor the College’s strategies to ensure good labor relations.**

**3. Review relevant agenda items submitted by the campus community**

**Meetings:**

**The Committee shall meet no less frequently than twice per academic year, and each meeting’s agenda should allow ample time for purposeful discussion and analysis.**