



Human Resource Services

Contract Facts: Issue 2

Composition of Interview Panels

This issue addresses all bargaining units.

The composition of your interview panel plays an integral part of the selection process. Please adhere to the following contract article:

- **Article 13.5.3:** "...The panel composition shall be determined by the District; however, each panel shall have at least one bargaining unit member selected by the Union from the site or administrative unit."
- Utilize your site steward for interview panels. If you do not have a site steward, you may use a chief steward from the affected unit (e.g. instructional aides/paraprofessionals, operations / support services, etc.) that you are interviewing for.
- Effective May, 2000, the District and SEIU entered into an agreement and adopted a "flat-rate" point concept to replace the previous one point for each year of service. The "flat-rate" point system grants each in-district employee ten (10) preference points in total for district service regardless of the number of years of service.
- It was also agreed that the Interview Rating Report (24a: Form 2) would be eliminated as part of the interview screenings.

If you have any questions about this information, please contact Human Resource Services.