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16 ~~date and time. The Committee shall meet at at the request of either party. The request shall include~~
17 ~~a written agenda, which can be added to by either party no later than one (1) business day in advance~~
18 ~~of any meeting. The Committee shall discuss only those items that appear on the aforementioned~~
19 ~~agenda. least once per month during the academic year, and a jointly prepared written agenda will~~
20 ~~be developed in advance of any meetings.~~

21
22 **Section 2. ~~Creation of Sub-Committees.~~**

23 The Joint Labor Management Committee may, upon agreement of the parties, create and assign
24 tasks to sub-committees comprised equally of representatives from OT-AAUP and Oregon Tech
25 Employer.

26
27 **Section 3. ~~Agendas.~~**

28 ~~Separate from the meetings of the Committee, Officers of the Association and the Oregon Tech~~
29 ~~President or a designee agree to meet at the request of either party to discuss matters pertinent to~~
30 ~~the implementation or administration of this Agreement, or other mutually acceptable matters. The~~
31 ~~parties shall meet within five (5) business days of receipt of a written request received by OT-~~
32 ~~AAUP's President or by the Oregon Tech President, respectively, for a meeting. The request shall~~
33 ~~contain an agenda of items to be discussed.~~

34
35 **Section 34. ~~Bargaining and Grievance.~~**

36 The parties understand and agree that meetings of the Committee or Sub-committees held as
37 provided in Sections 1 and 2 ~~and 3~~ of this Article shall not contravene any provision of the
38 Collective Bargaining Agreement nor constitute or be used for the purpose of contractual
39 negotiations. Neither shall such meetings be used in lieu of the grievance procedure provided for in
40 Article [x] on Grievances ~~XX (Grievances)~~.