

ARTICLE 121.5--EDUCATION, TRAINING, AND DEVELOPMENT (Special Agencies

Coalition except OHCS, Licensing Boards)

Section 1. The Employer shall make every reasonable effort to promote the continuing education, training, and upgrading of employees in areas that are job-related. Furthermore, the Employer shall make every reasonable effort to meet personnel needs through career development to prepare for career advancement. Employees may request or be directed to participate in job-related training, career development, or educational programs for the purposes of enhancing job functionality or career development.

Section 2. Employees who are directed in writing to attend educational courses or training sessions shall have all tuition costs paid and books provided by the Agency. Time spent actually attending such courses or sessions pursuant to the Agency's direction shall be counted as hours worked. Eligibility for travel allowances and reimbursements related to attendance at such courses or sessions shall be determined pursuant to Article 36, Travel Policy. Whether or not travel time to and from such courses or sessions is considered work time will be governed by applicable Fair Labor Standards Act Regulations.

Section 3. When education and training is requested by an employee and approved in writing by management, the Agency may provide books and pay part or all of the tuition costs. Criteria used to approve, deny, or rescind the approval of training or education shall include Agency priorities, operating requirements, and budgetary constraints.

Section 4. When an employee voluntarily requests training, education, etc., that is not job or career development related, regardless of whether the Agency agrees to pay for all or part of the expenses associated with such training, time spent in this training will not count as time worked for any purpose including overtime.

Section 5. When in the judgment of management it is in the best interest of the State and is consistent with the operating requirements and budgetary constraints of the Agency, the Agency will provide:

- (a) Developmental assignments and job rotation assignments for employees;
- (b) Training for employees for the purpose of upward mobility and job enrichment.

Section 6. Employees participating in developmental assignments retain their permanent position classifications, remain on the Agency payroll, retain the representation (SEIU Local 503, OPEU) status of their permanent positions while on the assignments and return to their permanent positions on completion of the assignment. Employees participating in developmental on-the-job rotation assignments will continue to receive compensation at the rate of their permanent position and shall continue to receive credit toward length of service pursuant to Article 26, Section 10(b), such employees will be informed in writing of the purpose and length of the assignment during which there shall be no extra pay for the work.

Section 7. An employee who is underfilling a position shall be informed in writing at the time of the assignment that they are an underfill and of the requirements necessary for the employee to qualify for reclassification to the allocated level. Upon gaining regular status and meeting the requirements for the allocated level of the position, including items specified in writing at the time of assignment, the employee shall be reclassified, pursuant to Article 81, Section 2(c), ~~Article 81, Section 2(d), paragraph 1.~~