

Union Security

Section 1.

Employees who are covered under this Agreement may choose to execute a Union membership and payroll deduction form. The UAW will provide the University with the formula for calculating the dues and initiation fees.

Section 2.

Upon notification from the Union of an ASE's written authorization, the University shall deduct Union dues and any initiation fees from each paycheck. The Union shall transmit to the Employer via a web based electronic reporting system, by the cut-off date for each payroll period, the name and Employee ID number of employees with new or changed deduction authorizations. The Employer will provide instructions and templates for the web based electronic reporting system and provide a calendar of required payroll cut-off dates.

Section 3.

The Union will provide the University with the amounts for membership dues.

Section 4.

Payroll deduction notifications will be processed in the pay period received. Payroll deduction notifications received by the deduction cutoff deadline for a pay period will be processed for the payday that corresponds to that pay period.

Section 5.

If an ASE contacts the University to request that payroll deduction be ended, the University will promptly refer the ASE to the Union to process the request. The University may request a copy of an employee's signed card at any time.

Section 6.

The University will remit a payment for all said deductions to the Union electronically at the end of each pay period. Accompanying the remittance will be a listing of the names, unique employee identification numbers, VCAP deducted, total wages from which Union dues/fees are calculated, for the time period, and the amount remitted for all employees from whom deductions were made.