

## WWU'S PROPOSAL RE WORKSPACE AND MATERIALS

11/21/23

### Workspace and Materials

- Section 1. The University shall provide reasonable access to or reimbursement for facilities, materials, services, texts and instructional support required for the position. Examples of access that may be required include, but are not limited to:
- 1.1. Office and desk space and telephone,
  - 1.2. A computer with internet access,
  - 1.3. Computer software,
  - 1.4. Storage and laboratory space,
  - 1.5. Mailbox,
  - 1.6. Office supplies,
  - 1.7. Texts and/or reading material,
  - 1.8. Printing facilities,
  - 1.9. Personal Protective Equipment,
  - 1.10. Uniforms,
  - 1.11. Specialized Clothing,
  - 1.12. and Equipment
- Section 2. Before an ESE's work location is moved, or before there is a substantial alteration of the ESE's work space, the affected ESE normally shall be notified at least thirty days before the change is to take place. In the event thirty days' notice is not feasible, the ESE shall be notified as soon as reasonably possible.