

## Article 5: Union Rights

### **5.1 ASE STATUS REPORTS**

INSERT LANGUAGE

### **5.2. UNION USE OF UNIVERSITY RESOURCES AND FACILITIES:**

#### **Section 2:**

Representatives of the UAW shall be permitted access to employees' work spaces for the performance of official union business. Such visitations shall be conducted in a manner that will not be disruptive to the operations of the University.

#### **Section 3: ~~5.3~~ 5.3.2.1 MEETING SPACE AND FACILITIES**

~~The University's campuses and facilities may be used by the Union~~ agrees to furnish conference and/or meeting rooms for Union for Union meetings upon prior request by the Union in accordance with University facilities and use policy and availability of space.

#### **Section 4: ~~5.4~~ 5.4.2.2 SUPPLIES AND EQUIPMENT**

The University will ~~provide a~~ allow the Union to post notices and information on existing, designated bulletin boards ~~space for the Union~~ in those Departments where ASEs work. University-purchased supplies, equipment, including but not limited to telephone, fax and email may not be used by the for Union business except in *de minimis* amounts uses and, if such uses does not disrupt University business.

### **5.5.3. UNION ORIENTATION FOR NEW BARGAINING UNIT MEMBERS**

#### **Section 5:**

Union orientation is part of the orientation and onboarding process for new ~~ASEs bargaining unit members~~. The Union shall be provided thirty (30) minutes ~~one hour~~ for Union orientation at any University, Hiring Unit, or Department wide orientation for new ASEs, to distribute materials, including Union membership application and dues deduction authorization. ~~Such meetings shall count toward the 20 hours per week (0.5 FTE) expectation for ASE appointments. Upon request from the Union and not more than once per quarter, departments will provide time and space for a one hour Union orientation with newly hired ASEs that have not previously attended a University, Hiring Unit or department wide orientation for new ASEs. Where such orientations do not exist or are not accessible to new bargaining unit members, the Union shall have the right to provide equivalent training in a format and time to be determined jointly with the University. Any ASEs who are not able to attend new bargaining unit members Orientation shall have the opportunity to attend a make-up New ASE orientation during the first ninety (90) days of their employment.~~

Such orientation time shall be ~~count toward the 20 hours per week (0.5 FTE) expectation or be~~

~~paid according to the ASE's hourly wage.~~ considered time worked for the ASE receiving the orientation. ~~Departments-~~The University will encourage ~~nNew ASEs bargaining unit members~~ to attend these orientations. The University and the Union ~~shall meet semi-annually to discuss the efficacy of this provision~~ will collaborate on the smooth execution of bargaining unit members orientations.

**5.64. UNION MATERIALS RIGHTS FOR NEW BARGAINING UNIT MEMBERS ASEs:**  
**Section 6:**

A. The University shall post on its Human Resource Services – Labor Relations website Union-provided electronic versions of their Union Membership Election Form and Voluntary Community Action Program (VCAP) form and shall provide them to each new ASE bargaining unit members, at the same time as providing forms required for new employment (e.g. W4 and I9), introductory materials from the Union, including a Union Membership Election Form and Voluntary Community Action Program (VCAP) form.

B. In exceptional situations where the ASEs bargaining unit members has completed other required employment forms before they are s/he is hired into the bargaining unit, the University shall provide introductory materials from the Union, including a Union Membership Election Form and Voluntary Community Action Program (VCAP) form, at the time they are hired into the bargaining unit.

~~C. The University will have completed Membership Election Forms and VCAP forms returned to the Union within ten (10) calendar days of receipt and to notify the Union within ten (10) calendar days of all new bargaining unit members hired to include name, home department/hiring unit, job code, home address, mail stop, Employee Identification Number, and appointment start date. The University shall meet with the Union to develop the method of notification.~~

~~D. At the time of hire into a position within a bargaining unit, the University will provide each employee a printed copy of this Agreement and membership materials provided by the Union. The University will also provide a copy of an information sheet containing pertinent collective bargaining agreement and contact information. The University will inform employees in writing when they leave a position in the bargaining unit.~~

**5.75. POSTING Section 7-**The University will post the Agreement on the Human Resource Services, Labor Relations website. ~~The University shall distribute the Agreement to all current and new bargaining unit members.~~

**TRAINING: Section 8. 5.86. Contract Training CONTRACT TRAINING**

Following ratification of this ~~a~~Agreement, the parties ~~will~~ may jointly develop training for management summarizing terms of the new ~~current~~ collective bargaining agreement. The University and Union ~~shall~~ may meet ~~semi-annually~~ quarterly to discuss any identified training needs related to ~~e~~Contract administration.

## **5.97. UNION REPRESENTATIVES AND STEWARDS**

### **Section 9:**

The Union may designate a number of stewards appropriate to the size of the unit who shall be members of the bargaining unit. The Union shall provide a list of the name of each steward and their jurisdiction to the University. Should a designation of Union steward change, the Union shall provide an updated list to the University within ten (10) days of the effective date of such change. A steward who is processing a grievance in accordance with the grievance procedure of this Agreement shall be permitted reasonable paid release time to meet with University representatives and process the grievance during their normal working hours. Time off for processing a grievance shall be granted to a steward by a supervisor following a request, provided it does not interrupt time sensitive work responsibilities. A Union representative is encouraged to coordinate with relevant parties to avoid disruption of work when interacting with an ASE, unless the interaction is of a limited or informal nature and does not interfere with work.

## **5.108. RELEASE TIME**

### **Section 10:**

The University shall provide paid release time from their regular working hours for up to sevenfifteen (7+5) ASEs designated by the Union for the purpose of bargaining a replacement agreement. An ASEs will coordinate with their supervisor(s) to minimize any disruption of their employment duties associated with their participation in bargaining, and t. The University will make every effort to accommodate the ASE's time spent during bargaining.