

WAWU'S PACKAGE PROPOSAL RE WORKLOAD, VACATION

4/8/24

The Union reserves the right to withdraw this package proposal at any time, at its sole discretion and without penalty. If this package proposal is not accepted as written in its entirety and without modification as described below, this proposal will be declared to be void and non-existent and the Union will return to bargaining from its language proposed prior to this package proposal.

Article 20: Workload

20.1. Salaried ESEs. Salaried ESEs with a 50% FTE appointment will not be required to work more than an average of twenty (20) hours per week, and shall not exceed 30 hours in a given week except by written mutual consent of the ESE and supervisor. Alternate percentage appointments for salaried ESEs will be directly proportional to the 50% FTE appointment in relation to average workload per week. **21.1.1** Standard salaried ESE appointments contemplate approximately eleven (11) weeks of work per quarter (i.e., Fall quarter may require additional work days to complete training and orientation).

20.1.1 In the event that a salaried ESE will have job responsibilities between academic quarters after grades have been submitted, the ESE may coordinate with their supervisor to take alternate days off during the quarter.

20.1.3 If the University determines that the workload associated with a salaried appointment is greater than the allocated FTE, the supervisor will either adjust the workload to the allocated FTE or, upon mutual agreement with the ESE, adjust the FTE of the appointment or add an additional appointment to address the additional workload.

20.2 Hourly ESEs. Hourly ESEs will not be regularly required to work significantly more hours than the estimate or range specified in the appointment letter, or to work any hours for which they are not paid. Unless otherwise specified in the appointment letter, assigned workloads shall not exceed forty (40) hours in any one week, or more than eight (8) hours in any one day without prior written mutual consent by the ESE and the supervisor.

20.3 Compensated Hours. Any work assignment, prep work, required training, job-specific orientation, required meetings, required conferences, and tutee no-shows (including required duties that occur outside of the academic term) shall be considered time worked.

20.4 Meetings. Required meetings will be held during scheduled work hours remotely or in proximity to the worksite.

20.5 Workload Issues. Issues related to workload can be discussed between the parties in the Union-Management Committee.