

ARTICLE 6 - UNION DUES DEDUCTION

6.1 Dues Deduction.

Upon written authorization to the Union by an individual employee to become a member of the Union and pay membership dues, the Employer shall provide for the semi-monthly payroll deductions of union dues which are uniformly applied to all members in those bargaining units in which the Union is the exclusive bargaining agent. The Employer will honor the terms and conditions of each employee's signed membership card upon authorization by the Union.

- A. The Union shall transmit to the Employer by the cut-off date for each payroll period, the name and Employee ID number of employees who have, since the previous payroll cut-off date, provided authorization for deduction of dues, PEOPLE, or have changed their authorization for deduction.

6.2 Revocation

An employee may revoke their authorization for payroll deduction of payments to the Union by written notice to the Employer and the Union in accordance with the terms and conditions of their signed membership card. Every effort will be made to end the deduction effective on the first payroll, and not later than the second payroll, after receipt by the Employer of confirmation from the Union that the terms of the employee's signed membership card regarding dues deduction revocation have been met.

6.3 Remittance of Dues.

The Employer shall electronically transmit to the Union on the first bank working day after each payday all dues deducted for that pay period in those bargaining units for which the Union is the exclusive bargaining representative.

6.4 Indemnification.

The Union and each employee in a designated bargaining unit hereby undertakes to indemnify and hold the University, and its employees harmless from all claims, demands, suits or other forms of liability that may arise against the University for or on account of any deductions made from the wages of such employees or for any action taken under this Article.

6.5 Notification.

The Employer shall notify each employee hired into a bargaining unit position that the position is included in a bargaining unit represented by a union through job posting, new employee orientation, or appointment letter.

6.6 Voluntary PEOPLE Deduction.

During the term of this Agreement, the Employer shall deduct the sum specified from the pay of each member of the Union who voluntarily executes a political action contribution wage assignment authorization for PEOPLE (Public Employees Organized to Promote Legislative). When filed with the Employer, the authorization form will be

honored in accordance with its terms. The amount deducted and an electronic roster of all employees using payroll deduction for voluntary political action contributions will be promptly transmitted to the Union by a separate check payable to its order. Upon issuance and transmission of a check to the Union, the Employer's responsibility shall cease with respect to such deductions. The Union and each employee authorizing the assignment of wages for the payment of voluntary political action contributions hereby undertakes to indemnify and hold the Employer harmless from all claims, demands, suits or other forms of liability that may arise against the Employer for or on account of any deduction made from the wages of such employee.

- 6.7 The parties agree that the Employer may charge the WFSE one quarter of one percent (.25%) of all amounts annually donated to cover the administration of this check off.
- 6.8 The Employer agrees to deduct from the wages of any Sergeant or Lieutenant who is a member of the Union deductions for the WFSE/AFSCME Public Safety Protection Program who has submitted a signed authorization for the deduction to the Employer. Authorization for this deduction must be executed in writing by the employee on the WFSE/AFSCME Council 28 Public Safety Protection Program Voluntary Payroll Deduction Authorization and submitted to the Employer prior to commencement of the deduction. Authorization cards which are submitted by the 15th day of the month shall become effective as of the first day of the next pay period. Deductions shall include a one-time initial deduction amount and an ongoing, monthly deduction amount. Such authorization may be revoked by the employee at any time by giving written notice to the Employer with a copy to the Union. The Employer agrees to remit electronically any deduction made pursuant to this provision to the union no later than the 10th of month following the payroll period from which it was deducted together with an electronic report showing:
 - a. Employee name
 - b. Unique employee system identification number
 - c. Amount deducted; and
 - d. Deduction name (PSPP)
- 6.9 Listing of Employees.
 - a. Authorized Use - All Reports

The information contained in the requested reports would be provided to each Union for the sole and exclusive purpose of enabling the Union to fulfill their representational responsibilities as the collective bargaining representative for the UW employees about whom the information is requested. No personally identifiable data will be published or shared by any Union, except among those within each Union with a need-to-know for the purpose of enabling the Union to fulfill its representational responsibilities as the collective bargaining representative for the University employees about whom the data or information is requested.

Information provided pursuant to this Section will be maintained by the Union in confidence according to the law. The Union will indemnify the Employer for any violations of employee privacy committed by the Union pursuant to this Section.

Each pay period UW shall provide the following four reports electronically in EXCEL format

A. Total Compensation and deductions

Name
Home Address
Home phone
Cell phone
Work phone
Work location (building)
Work location (address)
Work station or office (suite and/or number)
Employee ID number
Personal Email
UW email
UW mailbox
Employment status
Employment status effective date
Job classification
Department
Pay grade
Pay step
Pay rate salary
Hourly rate
Supervisor
Supervisor email
Race
Gender
DOB
Date of hire
Job title
Job class code
Shift
Deduction amount dues
Deduction amount other
Deduction amount PEOPLE
Total wages for the pay period
Total base pay for pay period
Total overtime pay for pay period
Total overtime hours per pay period
Total hours worked in the pay period
Days in the pay period
Total hours for each class/type of differential and or/ premium pay for the pay period

Total wages for each class/type of differential and or/ premium pay for the pay period
Total wages year to date.
Pension plan enrollment (which plan)
Position number
Medical plan enrollment (which plan)
Bargaining Unit
Total FTE
Anniversary date (step date)
Employment status (regular fulltime, regular part time, hourly, fixed duration part time, fixed duration full time)

B. All appointment list

All information above with wages and codes organized by appointment including:

- a. Id by each worker.
- b. Appointment budget number(s)
- c. Beginning date
- d. End date
- e. Department and /or hiring unit
- f. College/Org name
- g. Job Classification
- h. Job Classification Code
- i. Full time salary or hourly rate
- j. Appointment/FTE Percentage
- k. Appointment status
- l. Appointment term
- m. Distribution line information.
- n. Position number
- o. Earnings in last pay cycle
- p. Hours worked in last pay cycle
- q. FTE in last pay cycle

C. Change Report

Name,
Job classification,
Job classification code,
Department,
Employee id,
Original hire date,
Status change date,
Termination/separation date if any,
Reason for status change, nature of status change,
Reason for termination/separation
LOA effective date,
Nature of LOA
New hire date
New Hire

D. Vacancy Report

Position Number,

Job Classification

Date of vacancy

Elimination date of vacancy

Reason for elimination (filled, deleted, transferred to a different classification/status)

6.10 Privacy Rights of Union Members.

In recognition of the privacy interests of all persons covered under this Agreement, the Employer will not disclose any personally identifiable wage or deduction information, or membership status, concerning persons covered by this Agreement to any members of the public or to nongovernmental organizations except to the extent required by law, including the Public Disclosure Act and the Freedom of Information Act.

ARTICLE 7 - UNION BUSINESS/REPRESENTATIVES

- 7.1 The Employer recognizes the right of the Union to designate stewards from the bargaining unit. The union will endeavor to have Sergeants represent Sergeants and Lieutenants represent Lieutenants and will avoid obvious conflicts of interest. The Union will inform the Office of Labor Relations of the stewards' names.
- 7.2 Paid release time for the designated stewards will be provided for representing employees at investigatory meetings (upon request, the Employer will allow bargaining unit members to be represented at investigatory meetings when the employee reasonably believes disciplinary action may result from the meeting) and at grievance meetings attended by both parties. When designated stewards are granted paid release time they shall experience no loss in pay, however such time shall not be construed as work time and overtime will not be paid when meetings extend beyond the employee's regular work hours. Paid release time shall be granted by the supervisor following a request but in consideration of any job responsibilities. If permission for time off cannot be immediately granted, the supervisor will arrange for time off at the earliest reasonable time thereafter.
- 7.3 The union shall prevail upon all employees in the bargaining unit and especially Union stewards, to make a diligent and serious attempt to resolve complaints at the lowest possible level. The Employer, likewise, shall prevail upon its supervisory personnel to cooperate fully with the Union stewards in the speedy resolution of any grievances that may arise.
- 7.4 Bulletin Boards. The Union shall be designated space on a bulletin board for the posting of notices relating to official union business
- 7.5 Union Access. Union business such as investigating grievances and other legitimate routine matters may be conducted on Police Department premises provided that such business does not interfere with Police Department operations. The Employer shall provide reasonable access to Department premises to authorized Union representatives