

Article 30 – Union Security

Section 1. Union Membership. 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 ratification of this Agreement, the Union shall notify all ASEs of the option that they may join the Union. The notice shall include an application for Union membership card and a dues authorization card. The notice shall be provided to all ASEs both electronically and in hard copy.

- A. 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. Upon notification from the Union of an ASE's written authorization, the University shall deduct Union dues from each paycheck, and remit the same together with a list of names of the ASEs from whom deductions were made. The list shall contain: the employee's name, unique ID number, home Department, amount of dues/initiation fees/VCAP deducted and gross wages. The University shall transmit this data in electronic format.

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. The University is not required to make retroactive deductions if an employee is out on an unpaid leave of absence or other unpaid status. The University will determine the deduction cut-off deadline for each pay period and inform the Union in writing of all such deadlines, or changes to deadlines, as soon as is practicable but no later than two (2) weeks prior to the implementation of a new deadline.

Section 5. The University shall electronically transmit to the Union on the first bank working day after each payday all dues, initiation fees, and VCAP deducted for that pay period.

Section 6. The Union specifically agrees that the University shall assume no obligation other than that specified in this Article, or any financial liability, including the payment of any retroactive dues/service fees, arising out of the provisions of this Article. Further, the Union agrees that it will reimburse the University for any costs, and indemnify and hold the University harmless from any claims, actions, or proceedings by any person or entity arising from any deductions made or other actions taken under this Article. This indemnification includes the cost of representation.

Section 7. 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.