

ARTICLE 4  
DUES DEDUCTION

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4 **Section 1.** Upon written request on a form to be provided by the Union, members of the Union  
5 may have regular monthly dues deducted from their paychecks. The form and any changes to it  
6 will be sent to the University for review. Final versions of the form will be determined by the  
7 Union. The Union will notify the University no later than the 15<sup>th</sup> of the month prior to the  
8 month in which any changes in regular monthly dues rate are to take effect. ~~Prior to a vote on~~  
9 ~~proposed changes to Union dues, the Union shall consult with the University to determine if the~~  
10 ~~proposed changes are either impossible to implement or if implementation would pose an~~  
11 ~~excessive burden on University systems. Within ten days of the consult, the ~~The~~ University may~~  
12 ~~propose alternative options that meet the Union’s needs and the Union will consider these~~  
13 ~~alternative options prior to the vote. The Union may grieve if the University 1) fails to propose~~  
14 ~~alternatives ~~and~~ or 2) fails to implement the dues change. The University may grieve if the Union~~  
15 ~~votes for and presents a dues change that is impossible to implement or poses an excessive~~  
16 ~~burden.~~

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18 ~~Prior to a vote, the Union shall apprise the University about proposed changes to their dues that~~  
19 ~~impact, for example, amount, structure, and collection. The University will notify the Union if~~  
20 ~~the proposed changes cannot be implemented due to any of the following factors:-~~

- 21 ~~a) are unduly burdensome on systems (information technology, payroll, or HR);~~  
22 ~~b) require regular or repeated manual input, and/or~~  
23 ~~c) violate University policy.~~

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25 ~~The University will then propose alternate options to meet the Union’s needs that are compliant~~  
26 ~~with the factors listed above. If the Union votes on a dues change that cannot be implemented~~  
27 ~~due to any of the above factors, the University can decline the changes and continue to deduct~~  
28 ~~under the current structure. If the University declines changes, the Union has the right to directly~~  
29 ~~bill members to carry out its dues change.~~

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31 **Section 2.** Changes in the membership list shall be provided to the University by the Union at the  
32 earliest possible time after the GE indicates that a change in membership status is desired.  
33 Notification of a change in status received directly by the University from a GE is void. The  
34 Union shall forward promptly notice of such changes to the University and shall hold harmless  
35 the University from any liability for the Union’s failure to so notify. If cancellation notice is  
36 given by the member directly to the University, the University shall notify the Union promptly  
37 that such cancellation has been made.

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39 **Section 3.** The University will, in the month following the deduction, send payment to the Union  
40 for the total amount so deducted accompanied by a listing identifying the members for whom the  
41 deductions are being paid.

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43 **Section 4.** GEs who are Union members and who, for any reason, temporarily discontinue their  
44 status as a GE with the University shall, upon their return to University employment as a GE, be  
45 reinstated as members of the GE Union following notice provided by the Union to the  
46 University.

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The University, upon written authorization from the GE, will deduct voluntary contributions to the Union’s COPE fund from the GE’s monthly paychecks. The amount to be deducted shall be that amount designated by the GE in a voluntary written authorization. This amount is to be a continuing monthly deduction until such time as the GE requests cancellation of the COPE deduction in writing. A GE whose status as an employee is temporarily discontinued (excluding summer term), shall, upon return to University employment, complete a new COPE authorization form. The sum of all monies so deducted shall be remitted to the Union in the month following the deduction, together with a list of employees from whom the voluntary contributions were deducted and the amount deducted from each.

**Section 5.** The Union agrees to accept listings referenced in this Article in a format which is readily available to University Administration. Should the University encounter additional costs attributable to a change in structural reprogramming, that expense shall be borne equally by the University and the Union. Such changes may only be requested once during the contract period.

**Section 6.** The Union shall indemnify and hold the University harmless from all actions taken by the University in compliance with this Article.

**Section 7.** The Union shall maintain documentation of Union membership for each employee who has authorized the University to deduct dues to be remitted to the Union. The documentation must include a signed membership or dues authorization card or other clear and compelling evidence that the employee has affirmatively agreed to have dues deducted by the University. By [Date], the Union shall provide digital copies of all existing signed membership or dues authorization cards to the University. Each academic term the Union shall provide to the University digital copies of all new membership cards received for that term. The Union shall notify the University immediately when a member withdraws from Union membership or revokes authorization for dues deduction.