Memorandum of Agreement

This Memorandum of Agreement ("Agreement") is made between the Board of Trustees of the University of Illinois ("University") and the Graduate Employees' Organization, Local 6300, IFT/AFT, AFL-CIO ("Union").

Pursuant to the attached Order of Certification issued by the Illinois Education Labor Relations board in Case No. 2024-RS-0041-C (dated June 6, 2024), the terms of the collective bargaining agreement shall apply to all persons employed by the University of Illinois, Urbana-Champaign, in the title of Pre-professional Graduate Assistant (PGA) who are graduate students in good standing and either hold a total appointment between .25 FTE and .67 FTE or receive a tuition and fee waiver from an assistantship appointment, as amended herein.

- All CBA provisions applying to Graduate Assistants shall apply to Pre-professional Graduate Assistants. It is understood that wherever "Graduate Assistants," or "GAs," or "Graduate assistant appointments," or other like variations thereupon are mentioned, "Pre-professional Graduate Assistants," or "PGAs," or "Pre-professional graduate assistant appointments," or other like variations thereupon shall be added as a subsequent term, except as otherwise stated in this Agreement.

- Based upon the inclusion of the PGAs, the University shall inform all PGAs appointed in Fall 2024 of their inclusion in the GEO bargaining unit and their coverage under the collective bargaining agreement.

- The Illinois Educational Labor Relations Board's Order of Certification dated June 6, 2024 in Case Number 2024-RS-0041-C shall be added as Appendix B.

- Article II, Section 2.1 shall be revised to the following:

> Section 2.1. The University hereby recognizes the Graduate Employees' Organization, IFT/AFT, AFL-CIO ("Union") as the exclusive representative for wages, hours, terms and conditions of employment for all employees within the bargaining unit as certified by the Illinois Educational Labor Relations Board (IELRB) in Case No. 96-RC-0013-S and as modified in Case No. 2024-RS-0041-C (See Appendix A – "Stipulations" dated April 29, 2002 and Appendix B - "Order of Certification" dated June 6, 2024), as follows:
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> Included: assistants who are graduate students in good standing at the University's Urbana-Champaign campus and who have appointments as either Teaching Assistants (except for the initial semester when teaching is required by the departments listed below) or Graduate Assistants; and either hold a total appointment between .25 full-time equivalent (FTE) and .67 FTE, or who receive a tuition and fee waiver from an assistantship appointment. Only those hours/duties spent by a graduate employee in the satisfaction of their included (TA or GA) appointment will be included in the bargaining unit. All persons employed by the University of Illinois, Urbana-Champaign, in the title of Pre-professional Graduate Assistant who are graduate students in good standing and either hold a total appointment between .25 FTE and .67 FTE or receive a tuition and fee waiver from an assistantship appointment.
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> Excluded: Research Assistants (RA) as defined in the attached stipulations referenced above. Teaching Assistants in the following departments will be excluded from the

bargaining unit only for the first semester that they teach: Animal Biology; Biochemistry; Cell and Structural Biology; Chemistry; Germanic Languages & Literature; Microbiology; Plant Biology; and Psychology. Teaching Assistants, Graduate Assistants, or Pre-professional Graduate Assistants who are supervisors, managerial employees, confidential employees, or short-term employees as defined by the Illinois Educational Labor Relations Act (IELRA) are excluded from the bargaining unit; and all other employees.

- Article IV, Section D, Subsection 2 shall be revised to the following:

  For those assistants whose tuition waiver may be subject to tax withholdings, additional information regarding the waiver shall be contained in the Notice of Appointment letter provided to them. If a unit or department fails to include this information in the Notice of Appointment letter, and if the union files a grievance pursuant to Article XXI of this collective bargaining agreement because of that omission, the sole remedy for the grievance shall be that the unit or department will issue a new Notice of Appointment letter that includes the omitted information.

  In some cases, tax withholdings may result in the assistant receiving substantially reduced or even no take-home pay for one or more pay periods. To plan for this possibility, assistants may want to consider consulting a financial and/or tax advisor.

  Beginning Fall 2024, the parties shall meet on a mutually agreeable basis to discuss methods to improve communications related to taxation. These meetings shall have the goal of producing an enforceable Memorandum of Understanding by the end of the Fall 2024 semester.

- Article V, Section A shall be revised to the following:

  The campus and the units that appoint teaching, graduate, and pre-professional graduate assistants are jointly responsible for providing appropriate orientation and continuing training programs for the assistants they appoint. Appointing units are responsible for defining the requirements and duties of TAs specific to their disciplines and job duties for TAs. TA duties vary widely across campus and within departments, ranging from classroom teaching and lab instruction to individual instruction and grading. GA duties primarily support administrative functions and range from clerical and technical duties to advising and outreach. PGA duties are to primarily gain experience, practice, or guidance that is significantly connected to their fields of study and career preparation.

  In the interest of promoting a sound and mutually beneficial relationship between the Union and the University, and in recognition of Public Act ("Act") 101-0620, Section 6. sub-section (c-10)(1)(C), the University shall arrange with the GEO mutually agreed upon dates and times within the first two weeks of fall semester employment, or later if agreeable to both parties, to schedule a Union presentation that follows the conclusion of the Labor & Employee Relations (LER) sponsored campus-wide assistantship new hire orientations. At these campus-wide orientations and following the Union's presentation, the Union shall have the opportunity to address newly hired assistants and to arrange separate meetings on an individual basis, or in small groups, with newly hired assistants. Under the Act, the Union may meet individually with the newly hired assistant for up to one hour without loss of pay or leave time of the assistant. A Mass Mail will be sent to represented graduate employees, drafted in conjunction with the GEO, informing them of the orientation(s). The Union may also request to set up an information table at the location of any campus-wide

assistantship orientation programs offered by the Center for Teaching Excellence (CTE) and any campus-wide orientation offered for international graduate students by the Office of International Student and Scholar Services (ISSS). Such request shall not be unreasonably denied.

The University shall arrange with the GEO a mutually agreed upon location, date, and time within the first two weeks of Fall 2024 semester employment, or later if agreeable to both parties, for the GEO to present at a campus-wide PGA new hire union orientation, including through the booking of a suitable and accessible University space for the Union to use. An additional Mass Mail will be sent to PGAs, drafted in conjunction with the GEO, informing them of any campus-wide PGA union orientation.

- Article VI, Section E shall be revised to the following:

  Supervisors of a GA or PGA are also encouraged to informally discuss an assistant's performance or the appointment period directly with the assistant. The supervisor may provide a formal evaluation for the assistant's personnel file in the department, in which case a copy must be provided to the assistant and so noted on the evaluation.

- Article VII shall incorporate the following language as a new Section E:

  Beginning September 1, 2024, PGAs with set schedules (excluding those assigned to the Division of Intercollegiate Athletics) shall receive notice of work schedules approximately fourteen (14) calendar days in advance, unless emergent operational needs preclude the notification.

IN WITNESS WHEREOF, the Parties hereto have hereunto affixed their hands on this the 27th day of August, 2024.

GRADUATE EMPLOYEES' ORGANIZATION

Aug 7, 2024
Date

Aug 7, 2024
Date

7 2024
Date

8/7/2024
Date

THE BOARD OF TRUSTEES OF THE UNIVERSITY OF ILLINOIS

BY:

Paul Ellinger 08/27/2024
Paul Ellinger Date
Vice President Chief Financial Officer and Comptroller

APPROVED:

Jami Painter 08/22/2024
Jami Painter Date
Associate Vice President for Human Resources

Thomas H. Riley, Jr. 08/22/2024
Thomas H. Riley, Jr. Date
Executive Director, Labor & Employee Relations

8/14/24
Shari Mickey-Boggs Date
Senior Associate Chancellor for Human Resources

Robb B. Craddock 8/13/24
Robb B. Craddock Date
Chief Negotiator

APPROVED AS TO LEGAL FORM:

08/27/2024
Yulee Kim Date
Office of University Counsel