

Article XX

Workspace and Materials

Section 1. Workspace and Materials Access for Work. The University shall provide GSWs ~~GSWs bargaining unit members~~ free access to University services, materials, and facilities the University and/or the GSW's supervisor (advisor, PI, etc.) determines are necessary to carry out their duties. This includes, which may include, including but not limited to: individually assigned individually assigned desk or office space ~~as available that is~~ outside of hazardous lab spaces and within the same building as their primary work environment or lab, if applicable, after-hours and weekend building access, library privileges, studio space as available, lockable storage space as available, campus mail, office supplies, meeting spaces as available, office equipment, basic software and hardware, basic lab equipment, grading software, and audio/visual presentation equipment. internet access and access to a computer, printer or scanner. Desk or office space ~~as available, must~~ may be lockable and will be secured as with other building areas ~~must be lockable and/or within a locked space.~~ GSWs ~~GSWs bargaining unit members~~ will have access to ~~their~~ any ~~their~~ individually assigned desk or office space for the full work day and after hours as needed. GSWs ~~GSWs Bargaining unit members~~ will have access to private locations for in any role interacting with grading, office hours, and dealing with confidential materials; or other sensitive information, as deemed necessary by the University. Bargaining unit members may utilize Teams or Zoom to meet with students for office hours if they do not have access to an appropriate meeting location ~~must be given a private location, such as for office hours with students or the handling of confidential data.~~

~~**Section 2. Shared Workspaces.** The University shall not require any GSW to share their individual workspace without their explicit consent.~~

Section 2. Shared Workspaces. The University shall not require any GSW to share their individual workspace without their explicit consent.

Section 323. Reimbursements for Reimbursements for Additional Work Materials.

GSWs ~~Bargaining unit members~~ who believe they need additional materials or equipment for their work responsibilities may request those materials from their advisor, supervisor, or PI. Supervisor-approved additional work materials will be provided in a timely manner following request. GSWs shall not be penalized for lack of access to additional materials not purchased in a timely manner. With supervisor approval, should a GSW need to purchase additional work materials that have not been otherwise provided, they will be reimbursed within 14 days of when a GSW submits an expense report. There is no limit on when GSWs can submit their reimbursement requests.

~~With the supervisor's approval, the University shall reimburse GSWs for required job-related materials, equipment, and services that are not otherwise provided to the GSW by their~~

department or program, including materials needed in on-campus spaces and, when approved, remote work locations. Requests for approval shall not be unreasonably denied. Materials reimbursed via direct deposit within 14 calendar days of when a GSW submits an expense report. Expense reports can be submitted immediately following the GSW's purchase, and there are no limits on when GSWs can submit their reimbursement requests. The parties agree that GSWs are responsible for maintaining and submitting receipts.

Section 234. Protective Equipment. If ~~the University~~ ECOS ~~or the Union~~ or the Union determines that protective clothing, equipment, personal protective equipment (PPE), or related tools or materials are required by a ~~GSW~~ GSW bargaining unit member's assignment, the University, at no cost to ~~GSW~~ GSW bargaining unit members, will furnish and maintain such protective clothing, equipment, or PPE following the protocol of the PPE program through ~~ECOS or~~ the Office of Academic and Research Safety (OARS), as applicable. Bargaining unit members must adhere to all health and safety policies and procedures, including use of health and safety equipment (such as PPE) provided by the University as instructed. GSWs shall not be restricted from or penalized for taking additional safety precautions as they deem necessary. PPE and relevant first aid equipment will be provided in workplaces where such PPE and first aid are deemed needed. ~~In the event ECOS and the Union disagree on what PPE is required for a task, arbitration is to be expedited.~~ All ~~GSW~~ GSW bargaining unit members may wear any and all PPE, including but not limited to masks and respirators, they choose to wear in University spaces, consistent with applicable University policies. If a lab workspace ~~environment requires~~ uses safety glasses or airtight goggles as PPE, a ~~GSW~~ GSW bargaining unit member who has a vision prescription glasses may request prescription safety glasses or airtight goggles from their supervisor if the lab goggles interfere with do not fit over the GSW bargaining unit member's vision prescription glasses consistent with applicable safety requirements as determined by the lab supervisor or OARS. Any approved ~~The prescription safety glasses or airtight goggles shall be provided at no cost to the~~ GSW GSW bargaining unit member.

Section 5. Computers, Internet, and Printing. ~~GSWs shall have access to internet access, computers with internet access, printers, and scanners at no cost to them~~ [Section 1].

Section 6. Requested Equipment. ~~GSWs may request specific services, materials, and facilities not provided pursuant to Section 1, 3, 4 & 5. Requests shall not be unreasonably denied~~ [Covered in Section 3].

Section 75. Ergonomic Equipment. Ergonomic equipment may be requested by GSW bargaining unit members through OARS or ECOS, with a copy of any request simultaneously provided to their supervisor must be provided to all GSWs upon request and must be provided to all GSWs upon request. Requests shall not be unreasonably denied. Ergonomic and safety evaluations and training ~~from~~ offered by OARS or ECOS shall be available to all

~~GSW~~GSW applicable bargaining unit members. Ergonomic equipment for computer use ~~shall~~may include but is not limited to adjustable height sitting/standing desks, ergonomic input devices (e.g. keyboards and mice specifically designed for ergonomics), laptop stands, monitors, adjustable monitor arms, and ergonomic chairs, pointing devices, screen reader and voice accessibility software.

Section 86. Ergonomic Workplace. The University will ~~continue to incorporate~~also make reasonable effort to ~~incorporate currently~~ accepted ergonomic practices and guidelines deemed applicable into new and existing workplace and workstation designs.

Section 97. Remote Work~~Accommodations~~Remote Work. ~~Bargaining unit members may request accommodations through applicable Disability Access Services procedures.~~ The University shall provide GSWs who work remotely with the same resources provided in Sections 1 through 7 with the same level of health and safety as provided for their work on campus The University will accommodate all requests for remote and/or online work without requiring medical documentation from GSWs. GSWs may work remotely in the following situations:

1. GSW requests for remote and/or online work;
2. If it is not possible to grant a GSW an individually assigned desk or office space until an adequate desk or office space is assigned;
3. If required by the University, or;
4. If recommended by a medical professional (see Article XX, Health & Safety);

~~**Section 10. Remote Work.**~~ The University will accommodate all requests for remote and/or online work without requiring medical documentation from GSWs. GSW's may work remotely in the following situations:

- ~~1. GSW requests for remote and/or online work;~~
- ~~2. If it is not possible to grant a GSW an individually assigned desk or office space until an adequate desk or office space is assigned;~~
- ~~3. If required by the University, or;~~
- ~~4. If recommended by a medical professional (see Article XX, Health & Safety)~~

~~**Section 11. Moving Office or Lab.**~~ **89. Moving Office or Lab.** The University will notify ~~GSW~~bargaining unit members if their ~~If a GSW's~~ University work location is to be moved to another building or if there is a substantial alteration of the GSW's workspace, with at least forty-five (45) thirty (30) the GSW will be notified at least sixty (60) days' notice before ~~the any such~~ move for stipended graduate students or alteration or alteration. The University shall utilize facilities and/or moving companies, and ~~GSW~~GSW Bargaining unit members shall not be expected to move or relocate materials or equipment necessary for their work responsibilities into new spaces if they notify

~~their supervisor at the time they learn of the work location move that they will not be moving or relocating their materials or equipment.~~

~~**Section 12. Afterhours Workspaces.** The University will make every attempt to schedule evening courses in buildings with other activities.~~