

~~ARTICLE - tbd~~Article #

~~UNION RIGHTS AND BARGAINING UNIT INFORMATION~~Union Access and Rights

Section 1. The University shall make available, at no cost, a meeting space for the Union to conduct business from time-to-time pertaining to bargaining unit work, on the same terms as space is made available for other campus organizations. Meeting space shall be subject to availability ~~and use of meeting space by the Union may not cause any disruption to University operations or classes. The University reserves the right to limit the use of approved meeting space, and to revoke use if it is inconsistent with this paragraph.~~ The Union may request a lockable office on campus for Union use. An office shall be provided to the Union, in accordance with Union preferences, if available.

Section 2. ~~Union representatives who are not students must provide reasonable advanced notice to contact points in University Labor Operations in advance of coming to campus for any meetings. Requests for access by staff representatives, who are not also graduate students, will be made in advance and will not be unreasonably denied.~~ Union representatives must comply with University policies and practices that apply to visitors, including restricted use areas.

Section 3. Within thirty (30) days of the start of each semester, ~~and whenever there is an update,~~ the Union shall provide a list of the names and colleges of bargaining unit representatives who are authorized to act as representatives for the Union for purposes of investigation and resolution of grievances, attending meetings with a grievant, meeting with University officials and to address other matters pertaining to bargaining unit work.

Section 4. Bargaining unit member college mailboxes, to the extent available, may be utilized by the Union for purposes of communicating about bargaining unit work. The Union shall have access to one bulletin board per college for posting matters about bargaining unit work, and access is subject to the same policies and procedures that apply to postings on campus.

Section 5. The University agrees to provide newly admitted stipended graduate students a packet of materials to be supplied by the Union that will be included in their new PhD orientation packet. The University shall notify the Union no later than thirty-days prior to the annual new PhD orientation to enable the Union to provide materials in advance.

Section 6. The University will notify the Union of the date, time, and location of all campus-wide orientations for GSWs as soon as practicably possible, but no later than one (1) week before. Union representatives shall be given at least thirty (30) minutes to speak at all campus-wide orientations for GSWs. Union representatives shall be given at least twenty (20) minutes to speak at college or departmental academic orientation sessions or similar sessions

dealing with GSW training for those departments that choose to hold such sessions in person or virtually.

Section 7. GSWs reserve the right to Union representation in the form of a Union representative in any proceeding which implicates work status, including any case where student status may be at risk.

Section 68. Within ~~forty-five (45) days after the start of each semester~~ fourteen (14) days of the beginning of each semester, and within seven (7) days of the beginning of each summer semester, and on a monthly basis thereafter, to the extent permitted by the Family Educational Rights and Privacy Act (FERPA), the University will provide to the Union, at no cost, a list of graduate students covered by this Agreement, along with the following information:

- ~~n~~Name (legal name and preferred name)
- ~~h~~Home address (city, state, country only)
- ~~m~~Major field of study
- ~~e~~College

Section 79. Within the ~~45-day period~~ specified periods, above, for bargaining unit members who have completed and submitted a FERPA waiver to the University (as set forth in Section ~~610~~) ~~by the start of the relevant semester~~, the University will also provide to the Union, at no cost, the following information:

- Northeastern ID number
- ~~home~~Permanent and local street address, city, state, zip code
- Cell phone number
- Personal and northeastern email on file
- ~~a~~Appointment title
- ~~h~~Home department, as applicable
- ~~s~~Stipend or hourly rate of pay
- ~~s~~Status as stipend or hourly
- Pay grade
- ~~e~~College enrolled
- ~~s~~Supervisor
- Date of birth
- Country of birth/origin
- Dates of employment (start to end, with breaks)
- Dates of enrollment (start to end, with breaks)
- Anticipated or actual date of graduation
- Department or program in which GSW is employed
- Department or program in which GSW is enrolled

- Work location (building and office)
- Deduction amount dues
- Deduction amount VCAP
- Total wages for the pay period
- Total hours worked in the pay period
- Days in the pay period
- Total wages year to date
- Total FTE
- Appointment term

Section 810. The University shall maintain a link that hosts a FERPA Release Form that can be printed, completed and submitted in accordance with instructions in the link by bargaining unit members who wish to approve the release of information set forth in Section 2 to the Union. The contents of the Release Form shall be determined by the University, and is subject to change by the University consistent with FERPA privacy requirements. Within ten (10) days of the effective date of this Agreement, if the effective date does not fall during winter break, the University shall forward the link to all bargaining unit members. Initial appointment letters for GSWs must contain a copy of the FERPA Release Form set forth in Appendix # to this Agreement, by which the GSW may consent to the disclosure of directory and non-directory information to the Union. The form will consist of two options as described below:

- A first option for the GSW to consent to the release of non-directory information to the Union as outlined in Section 9
- A second option for the GSW to decline to provide consent to the release of non-directory information

Selection of one of the above options shall be required to accept the appointment. The University shall make reasonable efforts to obtain a completed form. Changes to the form set forth in Appendix # may only be made under mutual consent of the University and Union.

 FERPA Language - NEU

Section 11. Within ten (10) days of the effective date of this Agreement, if the effective date does not fall during winter break, the University shall provide the form outlined in Section 8 to all bargaining union members. The University shall make reasonable efforts to obtain a completed form from all bargaining unit members.