

June 17, 2021

To: Academic Department Chairs and Deans, Academic Unit Directors and AP
Department Business Officers and Staff

From: Cindy Doherty, Director Academic Personnel

Re: UAW Membership Election Form for Postdoctoral Scholars

The United Auto Workers (UAW) has informed the campus that they have not been receiving the UAW Membership Election Forms (MEF) for all newly appointed Postdoctoral Scholars.

Article 30 of the MOU requires that the hiring department provide the MEF to all Postdoctoral Scholars as part of the “new hire/appointment process during which Postdoctoral Scholars are expected to complete various employment-oriented forms.” The contract further requires the Postdoctoral Scholar to “complete [the MEF] during the process and return it to the University representative overseeing the” new hire process. The University may not discourage employees from completing the form or becoming members of the Union.

Upon receipt, all completed MEF’s should be forwarded to Debbie Hudgens in HR-Labor Relations at: debbie.hudgens@hr.ucsb.edu.

Please review your files to assure that you do not have any pending MEFs for postdoctoral scholars appointed on or after 10/1/2020 **that have not yet been submitted**. Please submit any outstanding MEFs to Debbie.

In addition, **please review your onboarding processes to ensure it includes providing the MEF to newly employed Postdoctoral Scholars as part of the new hire paperwork, collecting the completed MEF and returning the MEF to HR-Labor Relations.**

The UAW Membership Election Form is located at:
<https://ap.ucsb.edu/resources.for.department.analysts/postdoctoral.scholar.appointments/>
/ under Employment Toolkit.

General questions about the UAW Membership Election Form and submission process, may be directed to Employee & Labor Relations via HR ServiceNow.

Thank you for your assistance.

cc: Employee and Labor Relations

Cindy Doherty

Director

UCSB Academic Personnel

(805) 893-8332

Cindy.Doherty@ucsb.edu