

ALL GRADUATE STUDENT EMPLOYEES

Q: When will salary increases occur?

A: The effective dates for the new ASE and GSR wages are the start of first pay period of the Spring 2023 quarter, April 1, 2023. An additional increase will take place on October 1, 2023. The April 1, 2023 salary scales are available here:
<https://ap.ucsb.edu/compensation.and.benefits/ucsb.salary.scales/>

Q: What does the department need to do to process the April 1, 2023 increase?

A: The salary increase will be processed centrally by the Academic Personnel office in collaboration with UCPath.

Q: How do we align the % FTE with the actual work effort?

A: The responsibilities and workload for GSRs and ASEs remain under the purview of the University as part of management rights. Work duties are expected to be briefly described in the Description of Duties accompanying the Appointment letters. Strict adherence to hire at 50% is not a requirement of the contract. However, the Workload article states that the appointment percentage must be commensurate with the hours worked (effort), and not calculated to achieve a gross dollar figure.

Q: Are graduate students guaranteed a 50% appointment under the contract?

A: ASEs/GSRs are guaranteed the compensation at the rates outlined in the salary scales, commensurate with and according to their specific effort. Nowhere in the contracts, nor in university policy, is it stated that students are guaranteed any percentage of appointment. Appointment percentage must be commensurate with the hours worked (effort), and not calculated to achieve a gross dollar figure.

Q: Does a 4th year student get a higher step than a first year student?

A: Not necessarily. When experience-based steps go into effect in October, the step is determined based on prior quarters of service in the job title at the same campus, not by academic standing.

Q: Do the TA/GSR steps count pre-strike experience?

A: Yes. All service in the specific job title at UCSB counts.

Q: Will there be new TA/GSR appointment notification templates for upcoming appointments?

A: Yes, new appointment letter templates will be created using new, required language. However, continue to utilize the current templates at <https://ap.ucsb.edu/resources.for.department.analysts/graduate.student.appointments/> for all offers of employment to reduce delays in spring appointment notification and hiring.

Q: For Academic Student Employees (ASEs) and Graduate Student Researchers (GSRs) how will the benefit of dependent health insurance premiums be paid or reimbursed?

A: We do not currently have these details. The University of California Office of the President (UCOP) is working with Student Health Insurance Programs (SHIP) to develop this new benefit. Effective Fall 2023. Only eligible for child dependents.

Q: Is the 8 weeks of paid leave on a calendar, fiscal or academic year basis?

A: The ASE/GSR paid leave is to be administered on an academic year basis and will be administered between Fall Quarter through the end of Summer.

Q: When do the increased childcare reimbursement amounts become effective?

A: Increased childcare reimbursement started January 1, 2023 to \$1350 per academic quarter. A graduate student employee who received a childcare reimbursement through a combination of a GSR/ASE appointments is eligible to receive only one childcare reimbursement up to the maximum per quarter.

Q: When does the “expanded to 8 paid weeks per year for serious health conditions, family care, baby bonding, pregnancy or childbirth-related needs” begin?

A: Dependent health insurance and 8 paid weeks of leave went into effect upon ratification, which was December 2022. An ASE or GSR who took paid leave in Fall Quarter shall be eligible for the remainder of the 8 weeks of paid leave, not a new 8 week period.

Q: Where can I find the new contracts?

A: Unfinalized versions of some of the contracts have been posted on the UCOP website [Bargaining Units and Contracts](#). Finalized versions will be posted on the UCOP when available.

GSR ONLY

Q: How does the agreement impact students not employed as Graduate Student Researchers?

A: Students not employed as Graduate Student Researchers or identified as Research Fellows/Trainees are not covered by the BR contract. Research Fellows/Trainees ARE covered by the contract and will be transitioned into the unit October 1, 2023.

Q: Which articles, if any are applicable to Trainees and Fellows?

A: All trainees and fellows that obtain financial support for performance of a service for the University and perform research under the specific direction of a faculty member or authorized Principal Investigator are included in the bargaining unit. More details are included in the article “Recognition”.

Q: Will graduate students employed as GSRs earn vacation?

A: Vacation leave was not part of the final agreement. Instead, GSRs with a 25% or more appointment, for a minimum of one full month, will be eligible to use personal time off with pay during the length of the appointment. GSRs may earn up to 12 days per year and the days will be prorated at a rate of one day per month for every full month of appointed service.

Q: How will PTO for GSRs be tracked?

A: For the immediate future, PTO will need to be manually tracked by the hiring department.

Q: How do I manage a Spring quarter 2023 new hire?

A: Appointments entered into UCPath before the range adjustment should be entered using the current 10 step scale. The transition to the April 1, 2023, scale will be done during the range adjustment process.

Q: How do we determine which new experience level step a GSR should be on?

A: Experience is based on the number of quarters worked by a certain point in time. Beginning October 1, 2023, the review period for increases based on experience will only occur once a year at the end of spring quarter.

- A GSR with three (3) quarters of experience as a GSR at 25% or higher per term at the same campus will be appointed at Step 2 or higher.
- A GSR with six (6) quarters of experience as a GSR at 25% or higher per term at the same campus will be appointed at Step 3 or higher.
- Students may be placed at a step higher (from contract: “At the University’s sole discretion, it may place GSRs at a higher salary point than the minimum”).

Q: How do we transition current GSRs?

A: Current GSRs will be transitioned during the April 1, 2023 range adjustment as follows:

| | |
|----------------|------------|
| Old steps 1-4 | New step 1 |
| Old step 5 | New step 2 |
| Old step 6 | New step 3 |
| Old step 7 | New step 4 |
| Old step 8 | New step 5 |
| Old steps 9-10 | New step 6 |

As of October 1, 2023, all appointments must be at a step that reflects the individual's experience in the job title.

Q: Can we change the appointment percentage/FTE when the salary increases?

A: The appointment percentage should accurately reflect the amount of work being performed. The percentage may not be adjusted down simply to decrease the amount of pay. If the appointment percentage is adjusted down, the workload must also be adjusted to align with the appointment percentage. Do not change the FTE% for current GSRs extending into Spring Quarter 2023.

Q: Do GSR appointments have to be at 50%?

A: There is no expectation or requirement that every GSR have a 50% appointment; any appointment is permitted to meet the employment needs of the PI.

Q: Can a department appoint a GSR at a step higher than the experience level step required by the contract?

A: The contract provides latitude. This latitude means that the employee may be appointed at the appropriate experience level step or higher.

Q: Can we change the step for our current Graduate Student Researchers (GSRs) downward?

A: It is not recommended to do so as it is not in the spirit or intention of the agreed upon contract. Newly appointed GSRs may be placed on the scale as appropriate for their experience level.

Q: Do quarters of experience accrue separately for quarters spent as a TA versus quarters spent as a GSR or is total number of quarters employed in either title?

A: Quarters of experience are counted separately in the TA classification and GSR classification. They are not a combined total.

Q: Is the quarter count department specific or campus specific?

A: Experience is counted for experience obtained at their campus, not limited to the department or college. Experience outside of UCSB is not included. However, nothing prohibits hiring a student at a higher experience level.

Q: Are there any GSR experience requirements beyond step 3?

A: The experienced-based movement begins Fall 2023 and requires students with 3 prior quarters of experience in classification at least 25% to be placed at salary point 2 or higher, and students with 6 prior quarters of experience in classification at least 25% to be placed at salary point 3 or higher. There is no further experience-based movement required by the contract.

Q: If we have GSRs working less than 50% now, do we need to increase their appointments to 50%?

A: Appointment percentage must be commensurate with the hours worked (effort), and not calculated to achieve a gross dollar figure. The percentage appointment should be based on work effort. For example, a GSR with a 25% appointment should be working 25%.

Q: Since we've never promised students a step before, only a dollar amount, how do we choose a step?

A: All GSRs are currently appointed on a step even if the GSR isn't aware of the step. It is not advisable to lower anyone's step. The step will transition to the new six-step scale April 1, 2023. As of October 1, 2023 all appointments must be at the experience based step or higher.

ASEs

Q: How do we determine which new experience based step an ASE should be on?

A: Successful completion of at least 25% appointment in a quarter counts towards the experience. Thus, a student who has been an ASE for the indicated number of quarters qualifies for the increase in step. If a TA has experience for 3 quarters, they should be placed on Step 2. If a TA has 6 quarters of experience, they should be placed on Step 3. Note that the move to experienced based steps does not occur until October 1, 2023.

Q: How does the experience-based concept work for Associates?

A: Associates should be placed on the new salary scale at the nearest point on or above their range adjusted full-time salary rate. If an Associate has experience at 25% FTE or more for 6 quarters, they shall be placed on salary point 3 unless already on a higher salary point. If an Associate has advanced to candidacy and has 6 quarters of experience, they shall be placed on salary point 5 unless already paid at a higher point.

Q: Do quarters of experience accrue separately for quarters spent as a TA versus quarters spent as a GSR or is total number of quarters employed in either title?

A: Quarters of experience are counted separately in the TA classification and GSR classification. They are not a combined total.

Q: Is the quarter count department specific or campus specific?

A: Experience is counted for experience obtained at their campus, not limited to the department or college. Experience outside of UCSB is not included. However, nothing prohibits hiring a student at a higher experience level.

Q: Are there any changes to the expected workload for ASEs in the new contract?

A: No, there are a few minor language changes, but no changes to hours of workload.