Academic Researcher Unit
December 16, 2019

Background

- October 2018 - UAW filed petition with PERB
- April 2019 established the unit
  - ~4100 employees systemwide, ~175 at UCSB (~65 non-rep)
  - Specialist, Project Scientist, and Researcher series
    - Supervisors or primary work site outside of state non-rep
- Ratified November 8, 2019
  - 2503 members voted, 98% in favor
  - 3 year contract through September 30, 2022
  - In effect now
Compensation

- New salary scales
  - “B” version replaces existing (e.g. Table 13 is now Table 13B)
  - Effect January 1, 2020 (January 12, 2020 for non-exempt)
  - Maintain UCSB minimum rates
  - Smoothing of the general campus Specialist & Project Scientist scales
  - Asst Res I available to use

- Range adjustments
  - **Jan. 1/Jan. 12**: 4% Specialists, Project Scientists, 4.5% Researchers
    - UPath freeze second week of January- details to follow via email announcement
  - July 1, 2020: 3%
  - July 1, 2021: 3%
  - July 1, 2022: 3%

- Off-scale components
  - No changes to campus policy or procedure

Appointment letters

- New requirements for content of appointment and reappointment letters
  - Work location
  - Benefits summary
  - Brief description of research project
  - Supervisor’s name
  - Links to collective bargaining agreement and campus procedures for advancement

- Academic Personnel will continue to issue letters
  - Department will need to provide some additional info via appointment case upload screen
Appointments & reappointments

- Work effort must equal appointment percentage
- Determine represented or non-represented
- Initial appointment of at least one year
  - Provided there is work, programmatic need, and appropriate funding
  - If shorter than one year must specifically identify and document the reason
- Reappointment
  - If before first review, must be for at least one year
  - If after the first (post contract) merit review, must be for at least normative time between reviews.
  - Can be longer to sync up with merit review dates
  - No exceptions for work, programmatic need or appropriate funding
  - If need to end prior to end date, layoff process

Scenario 1

- Assistant Project Scientist II
  - Initial appointment 12/5/19-12/4/20
  - Reappointment 12/5/20-12/4/21
  - Merit review 7/1/21
  - Reappointment 12/5/21 [must be for at least 2 years] -12/4/23 or to 6/30/24 to sync with merit review

- Variation 1:
  - Initial appointment 12/5/19-6/30/21
  - Merit review and reappointment 7/1/21-6/30/23
Variation 2
- Initial appointment 12/5/19-12/4/20
- Reappointment 12/5/20-12/4/21
- **Defers review 7/1/21**
- Reappointment 12/5/21-12/4/22
- Merit 7/1/22
- Reappointment 12/5/22 [must be for at least 2 years] -12/4/24 or to 6/30/25 to sync with merit review

Scenario 2
- **Associate Researcher I**
  - Funding is only awarded for five months
  - Initial appointment 1/1/20-5/31/20
  - New funding is secured for six more months
  - Reappointment 6/1/20-5/31/21 (must be for one year because reappointment)
  - If new funding does not come through for 6/1/20, begin layoff process in April 2020.
  - If new funding is secured, no action until 5/31/21. Reappoint 6/1/21-5/31/22
  - Merit 7/1/21
  - Reappoint 6/1/22-5/31/24 [or longer]
Layoff and reduction in time

- Initiated due to lack of work, lack of appropriate funding, change in programmatic need in the department/unit.
- 45-day notice required
- Approval authority remains the same (AVC for AP), but process will change slightly to involve LR and union notification
- Layoff is not the same as SWB or change to WOS
  - Non-PI: layoff is only option if there is no funding
  - PI: case by case basis. When funding gaps, etc. PI may choose to not work (SWB) or work without pay (change to WOS job)
- Can reappoint at lower % (not a reduction in time)

Advancement process

- No change to advancement criteria or normative time at rank/step.
- No change to most processes
- Notification of review
  - Must notify of eligibility at least six weeks in advance of materials due dates
    - List of materials and how to submit
    - Dues date
    - Link to MOU article and Red Binder
    - Effective date of the action
  - Sample notification letter will be posted in toolkit
Advancements cont.

- Deferrals
  - Employee must request in writing
  - Will be added to AP Folio case processing module
  - If granted, written acknowledgement
  - No review due to appointment ending, must notify AP
  - If not awarded an increase, must get a written explanation. Will add to the decision letter if no-change decision
  - Safeguard statement will be updated to reflect references to MOU

Odds and ends

- Work authorization paperwork
  - Required to “process work authorization paperwork promptly”
  - Only applies to reappointments
  - Not responsible for delays with external agencies or on the part of the employee
  - Remedy would be pay lost during period of no work eligibility

- Out of unit movement
  - Movement from non-supervisory to supervisory the most likely reason
  - Not required if movement to a new job via an open search
  - Must coordinate with LR/APO to assure appropriate process and notices
More odds and ends

- Corrective Action and Dismissal
  - Process is largely unchanged but LR will now be involved along with APO
- Can use accrued sick leave for baby bonding
- Requests for intermittent parental leave of less than 2 weeks not to be unreasonably denied
- Union Security: University not responsible for membership election form. University will refer union-related inquiries to the union
- Union Access to New Employees: attendance of a union orientation is mandatory and paid time.

Standard Provisions and Legal Articles

- Grievance & Arbitration
- Non-Discrimination
- No Strikes
- Management & Academic Rights
- Health and Safety
- Holidays
- Personnel Files
- Parking
- Training
- Travel
- Waiver
- Past Practice
- Severability
Non-Represented Academic Researcher

- Still governed by APM, not MOU
- Best practice will be to treat both groups the same to the extent appropriate
  - Offer letters will look the same except link to UAW site
  - Advise all of advancement eligibility and process six weeks before deadline
  - Appointment/reappointment terms at contractual limits
  - Review deferral requires written request

Visiting titles

- Non-represented
- Addition of use with Specialist series
- Must be “true visitors”:
  - Either has held, is on leave from, or is retired from an academic or research position at another educational institution; or whose research, creative activities or professional achievement makes a visiting appointment appropriate.
  - Short term not on leave from elsewhere must be in regular series and requires an open search.
Next steps

- **December**
  - Training; presentation posted to AP website
  - New salary scales posted
  - MOU in effect

- **January**
  - Range adjustment
  - OP issues finalized contract
    - Updated appointment upload screen in AP Folio
    - Update safeguard statement for advancement cases
    - New “defer” option in AP Folio for 7/1/20 actions
    - Red Binder draft updates out for review

Resources

- **AP Website**
  - UCSB version of salary scales
  - Toolkit (Resources for Departmental Analysts/Research Appointments/Represented Employees)
  - Link to Contract (Policies and Procedures/Collective Bargaining Agreements/Academic Research Unit)
  - Red Binder; updates in process for finalization in January

- **Contacts**
  - Joanna Kettmann, Academic Personnel, Joanna.Kettmann@ucsb.edu x5048
  - Orlanda Welch, Labor Relations, Orlanda.Welch@hr.ucsb.edu x7302