

1 ARTICLE 3

2 **UFF PRIVILEGES**

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4 **3.1 Use of Facilities and Services.**

5 Subject to the rules and policies of the
6 University, the UFF shall have the right to use
7 University facilities for meetings and to use all
8 other services of the University on the same
9 basis as they are generally available to
10 University-related groups and organizations.

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12 **3.2 Communications.**

13 (a) UFF may post bulletins and notices
14 relevant to its position as the collective
15 bargaining agent on at least one bulletin board
16 per building where employees have offices.
17 Specific locations within a building shall be
18 mutually selected by the University and the
19 local UFF Chapter. All materials placed on the
20 designated bulletin boards shall bear the date
21 of posting and may be removed by the
22 University after having been posted for sixty
23 days. In addition, such bulletin boards may not
24 be used for election campaigns for public
25 office.

26 (b) The University shall place a link to the
27 local UFF Chapter website at
28 www.collectivebargaining.ucf.edu

29 ~~(b)(c)~~ UFF may use new or existing
30 university e-mail listservs to communicate with
31 employees and the university. Employees who
32 are e-mail recipients of the listserv shall have
33 the right to have themselves removed from the
34 listserv upon request to UFF. The University

35 will make available to UFF technical resources
36 to resolve issues with listserv(s).

37 **3.3 Leave of Absence -- Union**
38 **Activity.**

39 (a) At the written request of the UFF,
40 provided no later than May 1 of the preceding
41 academic year when such leave is to become
42 effective, a full-time or part-time unpaid leave
43 of absence for the academic year shall be
44 granted to up to two employees designated by
45 the UFF for the purpose of carrying out UFF's
46 obligations in representing employees and
47 administering this Agreement, including
48 lobbying and other political representation.
49 Such leave may also be granted to one
50 employee for the entire summer term, upon
51 written request by the UFF provided no later
52 than March 15 of the preceding academic
53 year. Upon the failure of the UFF to provide
54 the University with a list of designees by the
55 specified deadlines, the University may refuse
56 to honor any late requests.

57 (b) No more than two employees from any
58 college/unit, nor more than one employee per
59 fifteen employees per department/unit, shall be
60 granted such leave at any one time.

61 (c) The UFF shall reimburse the
62 University for the employee's fringe
63 benefits.

64 (d) Employees on leave under this
65 paragraph shall be eligible to receive salary
66 increases in accordance with the provisions
67 of the Leaves Article 17.

68 (e) An employee who has been granted
69 leave under this Article for four consecutive

70 academic years shall not again be eligible for
71 such leave until one academic year has
72 elapsed following the end of the leave. One
73 employee, designated by the UFF, shall be
74 exempt from the provisions of this subsection.
75 Other exceptions may be granted at the
76 discretion of the University upon prior written
77 request by the UFF.

78 (f) The University shall not be liable for the
79 acts or omissions of said employees during
80 the leave and the UFF shall hold the
81 University harmless for any such acts or
82 omissions, including the cost of defending
83 against such claims.

84 (g) An employee on such leave shall
85 not be evaluated for this activity nor shall
86 such activity be considered by the
87 University in making personnel decisions.

88 89 **3.4 Released Time.**

90 (a) The University agrees to provide
91 released time each calendar year to full-time
92 employees designated by the UFF for the
93 purpose of carrying out the UFF's obligations
94 in collective bargaining negotiations, contract
95 enforcement and grievance representation.
96 The Parties shall take coordinated action to
97 facilitate an adequate and mutually convenient
98 bargaining schedule. A maximum of five units of
99 released time shall be granted during each
100 spring and fall semester and four units in each
101 summer session:-

102 ~~For the 2019 summer session, four units of~~
103 ~~released time shall be granted. For the 2019-~~
104 ~~2020 fall and spring semester, six units of~~

105 ~~released time shall be granted. The UFF may~~
106 ~~designate employees to receive released time~~
107 ~~during the year subject to the following~~
108 ~~conditions:~~

109 (1) A maximum of three released time
110 units per semester shall be granted to
111 employees in any one college. No more than
112 one employee per department shall receive
113 course releases.

114 (2) The UFF shall provide the University
115 with a list of designees for the academic year
116 no later than May 1 of the preceding academic
117 year. Substitutions for the spring semester
118 shall be made upon written notification
119 submitted by the UFF to the University no later
120 than November 1. A list of designees for the
121 summer shall be submitted no later than April
122 15 preceding that summer.

123 (3) Notwithstanding the provisions of
124 section 3.4(a)(1) above, for the ~~2020-~~
125 summer C term, four units of released time
126 shall be offered to employees in one college.
127 This alteration in the number of released
128 time units allowable in a single college is for
129 the ~~2020~~ summer session only and shall not
130 constitute a precedent for any purpose
131 hereafter.

132 (b) Each "unit" of released time shall
133 consist of a reduction in teaching load of one
134 course per fall or spring semester for
135 instructional employees or, for non-teaching
136 employees, a reduction in workload of ten
137 hours per week, which shall include a 25%
138 reduction in assigned duties. One unit of
139 released time may be used during the summer

140 term at a rate of 12.5% of the employee's nine-
141 month salary and shall be considered the
142 equivalent of one summer term course's FTE
143 for instructional employees. For non-
144 instructional twelve-month employees, one unit
145 of summer released time shall include a
146 reduction in workload of ten hours per week,
147 which shall include a 25% reduction in
148 assigned duties.

149 (c) Released time shall be used only by
150 members of UFF's designated collective
151 bargaining team and by the UFF's
152 designated grievance representatives, at
153 the University or state level, and shall not
154 be used for lobbying or other political
155 representation.

156 (d) Employees who are on leave of any
157 kind shall not be eligible to receive released
158 time.

159 (e) Upon the failure of the UFF to provide a
160 list of designees by the specified deadlines,
161 the University may refuse to honor any
162 released
163 time requests that were submitted late.
164 Substitutions submitted after the November
165 1 deadline shall be allowed at the discretion
166 of the University.

167 (a) An employee who has been granted released
168 time for either or both semesters during four
169 consecutive academic years shall not again
170 be eligible for released time until two
171 academic years have elapsed following the
172 end of the fourth academic year in which such
173 released time was granted.

174 (1) As an exception to this limitation,

175 three employees designated by the UFF shall
176 be eligible for released time for responsibilities
177 at the UFF state level for one additional year.
178 These employees shall not again be eligible
179 for released time until two academic years
180 have elapsed following the end of the fifth
181 academic year of released time. These
182 employees shall be identified by the UFF no
183 later than May 1 of the preceding academic
184 year; substitutions may be approved by the
185 University at its discretion.

186 (2) One employee, designated by
187 the UFF, shall be exempt from the released
188 time limitations of Article 3.4(f). Other
189 exceptions may be granted at the discretion
190 of the University upon prior written request
191 by the UFF.

192 (b) Employees on released time shall be
193 eligible for salary increases on the same
194 basis as other employees. Their released time
195 activities shall not be evaluated and the
196 University shall not use such activity against
197 the employee in making personnel decisions.

198 (c) Employees on released time shall
199 retain all rights and responsibilities as
200 employees but shall not be considered
201 representatives of the University for any
202 activities undertaken on behalf of the UFF.
203 The UFF agrees to hold the University
204 harmless for any claims arising from such
205 activities, including the cost of defending
206 against such claims.

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