

Side Letter
UC Berkeley – EECS and Data Science
UGSI Fee Remission and Staffing

The University of California, Berkeley (“UC Berkeley”) and the International Union, United Automobile, Aerospace and Agricultural Implement Workers of America, Local 2865 (“UAW” or “Union”) agree to the following terms and conditions to apply to undergraduate employees in the specific departments and courses as specified in this agreement.

A. General Considerations

- a. This Side Letter is only applicable to undergraduate students appointed to Academic Student Employee (ASE) titles, **including any new titles created by this agreement**, hired in courses in the Department of Electrical Engineering and Computer Sciences (EECS) and Data Science courses offered by Data Science Undergraduate Studies (DSUS).
- b. This agreement pertains only to the appointments named in this agreement and shall not be precedent setting on any other matter, waive, or modify any other provisions of the current collective bargaining agreement.

B. Side Letter Joint Labor Management Meetings

- a. During the life of the agreement, the parties agree to meet at least one time per **term** to review the implementation and effectiveness of the Side Letter.
- b. The meeting shall include representatives from UC Berkeley, the Union, and undergraduate academic student employees for EECS and Data Science courses.
- c. The parties shall mutually develop the agenda of the meeting.
 - i. This is what we expect, regular # of hours, it is not you get to work all the time you want on duties
 - ii. Hourly should be accurately reported
 - iii. Stability for sick or legitimate absences and balance the reporting

C. EECS and Data Science Employee Orientations

- a. Within one month of the beginning of each academic **term**, the Department and Union shall schedule a mandatory orientation meeting **for each course in EECS and Data Science that has hired more than ten (10) undergraduate bargaining unit members**. **These orientations should be scheduled in conjunction with and as an integral part of a course staff meeting for each course, as practicable, and preferably during the first such meeting held in**

the applicable term. **This does not require faculty members to create new course staff meetings to accommodate the Union Employee Orientation. It is up to the faculty member to determine which of the scheduled course staff meetings is available for scheduling the orientation.**

- b. EECS and Data Science Employee Orientations shall operate as per Section E, “Access for Purposes of UAW Orientation” of Article 28, Union Access and Rights, of the UAW 2865 Collective Bargaining Agreement unless otherwise modified by this agreement.

D. Departmental Faculty Orientations

- a. Within one month of the beginning of each academic year semester, the Department and Union shall schedule an orientation meeting for faculty and **instructors of record** in EECS and Data Science. **The Department shall be responsible for encouraging faculty and instructors of record to attend the orientation.**

E. ASE Workload Management

- a. **The assigned workload for ASEs is based on how many hours the supervisor could reasonably expect the bargaining unit member to satisfactorily complete the work assigned.**
- b. **ASEs shall initiate discussions with their supervisor as soon as they anticipate any workload related issues that would result in working over their assigned hours.**
- c. **The Department shall send an email notice once per academic term to all ASEs and department faculty stating:**
 - i. **The University has an interest in making sure that all of our academic student employees are assigned a workload that is commensurate with the work required. Working beyond the hours for which you are appointed or regularly taking on job duties outside of your job title is not encouraged or expected.**
If you anticipate any workload related issues that would result in working over your assigned hours, talk to your supervisor as soon as possible to remedy the situation. You may also contact your union representatives at berkeley@uaw2865.org.

F. Hiring Procedures

- a. The University affirms that the review of applicants to ASE positions is fundamentally a duty of the EECS and Data Science departments and that

appropriate care must be taken to ensure that the outcome of any hiring decisions is properly considered and reviewed by the departments. The departments are permitted to allow Course Staff IIIs and salaried graduate ASEs to assist in the review of applicants, but this must not take the place of reviews conducted, and decisions made, by the department or its instructors of record. ~~The department and its instructors of record must take steps to prevent the personal biases, intentional or otherwise, of ASE reviewers from conferring an unfair advantage or disadvantage to any application.~~

- b. The University of California is committed to a university environment that provides equal opportunity and promotes a diversity of backgrounds, perspectives, and experiences among undergraduate and graduate student employees. Hiring procedures in the EECS and Data Science departments shall adhere to any relevant University Policies in the proper review and consideration of applications.

G. Staffing Model (including classifications, compensation, and staffing levels)

- a. In Review

H. Fee Remission

- a. In Review

I. Summer Session

- a. In Review

J. Duration

- a. In Review