
2019-2020
Supplemental Agreement to the

2018-2021 Collective Bargaining Agreement

between

Florida State University

and

The United Faculty of Florida

Florida State University

Graduate Assistants United

ARTICLE 12

MATRICULATION FEE AND OUT-OF-STATE FEE WAIVER PROGRAM

12.1 Tuition Waivers. The letter of appointment shall stipulate the matriculation fee waiver and out-of-state fee waiver award, if any, accompanying employment as a graduate assistant in accordance with university policy as outlined in the Graduate Student Waiver Management Manual. It is Florida State University's policy that matriculation fee waivers (in-state waivers) must be funded either through the waiver allocation or an allowable alternative source.

A. In-state matriculation fee waivers: Providing matriculation fee waivers to all qualifying graduate assistants for the full-time enrollment hours required by the program is **mandatory**. To qualify for an in-state matriculation fee waiver, a graduate assistant must be employed from at least the first day of classes through the last day of finals in a given semester for at least a 0.25 FTE. Shorter appointments, even if for a larger FTE, are not eligible.

B. Out-of-state fee waivers:

1. College of Engineering: The out-of-state fee for the fall and spring semesters must be covered with a waiver from the university allocation or through a direct charge to a grant or other allowable account.

2. All colleges other than the College of Engineering: Taking into consideration the available waiver budget of each academic unit, out-of-state fee waivers for the full-time enrollment hours required by the program shall be given according to the following established priorities:

- Out-of-state waivers for teaching assistants
- Out-of-state waivers for research assistants on contracts and grants
 - Out-of-state waivers for international graduate assistants
- Out-of-state waivers for graduate assistants not appointed as teaching assistants or as research assistants on contracts and grants

C. Out-of-state and matriculation fee waivers are reserved for full-time degree seeking graduate assistants.

D. Waivers will be canceled if the student withdraws from the University, drops below the required academic load, or terminates the assistantship. Waivers will not cover any dropped classes. The student will be responsible for any fees assessed.

E. All students receiving funding from the University will be held to the stipulations put forward by the Council of Graduate School's resolution regarding accepting awards.

F. The University and UFF-FSU-GAU mutually agree to reopen this article for negotiations for the 2020-2021 year. Reopening this article will not count as one of the additional articles to be reopened as specified in Section 21.1 A of this Agreement.

ARTICLE 16

HEALTH INSURANCE

16.1 Health Insurance Policy. The parties agree that the university shall offer health insurance for all graduate assistants, and that available health insurance, vision insurance, and dependent insurance is highly desirable in order to attract quality graduate students to the University.

16.2 Employer's Contribution to Health Insurance.

A. For the 2019-2020 academic year, the University will pay a portion of the student health insurance premium for individual coverage of those employees on at least a 0.25 FTE appointment for the fall and spring semesters who are not enrolled in any other state or University health insurance program and who elect coverage under the Student Health Insurance Plan. The employee is responsible for payment of the remainder of the insurance premium for coverage selected by the employee, which will be collected via payroll deduction on a pre-tax basis. Payroll deduction is the method for employees to pay for their portion of the health insurance premium. Only under limited circumstances will exceptions be made allowing for a payment to occur outside of the payroll deduction process, and, in such cases, applicable taxes will apply. Any such exceptions will not be made after 90 days beyond the start of the subsequent semester. Employees who elected to pay for their premium, in whole or in part, prior to ratification of this article shall be refunded by Student Financial Services so that they may be eligible for the subsidy. The employer's portion will be paid according to the following:

Domestic students

- \$1965/year for employees on at least a 0.50 FTE appointment for both the fall and spring semesters
- \$1315/year for employees on at least a 0.25 FTE appointment for both the fall and spring semesters
- \$1515/year for employees on at least a 0.25 FTE appointment for either the fall or spring semesters and on a 0.50 FTE appointment for the other semester

International students

- \$2002/year for employees on at least a 0.50 FTE appointment for both the fall and spring semesters
- \$1352/year for employees on at least a 0.25 FTE appointment for both the fall and spring semesters
- \$1552/year for employees on at least a 0.25 FTE appointment for either the fall or spring semesters and on a 0.50 FTE appointment for the other semester

B. The University contribution to the student health insurance premium shall be paid directly to the insurance company along with the amount collected from the employee via payroll deduction. The University contribution to the student health insurance premium shall be applied twice per year, once in the fall semester and once in the spring semester.

The amount deducted from each paycheck shall be determined according to the FTE of the employee, as specified above in 16.2(A), and may be adjusted in accordance with Article 16.3 (B).

C. The parties agree to reopen this article for immediate negotiations if federal guidance is issued that specifies the health insurance subsidy cannot be provided as a pre-tax benefit as stipulated above in 16.2(A).

16.3 Payment of the employer contribution will be discontinued or reduced as applicable under the following circumstances:

A. cessation of the appointment;

B. reduction of or adjustment to the appointment to less than 0.50 FTE or less than 0.25 FTE, as applicable, at any point during the academic year;

C. completion of the hours specified for completion of the degree requirements of the program in which the employee is enrolled; or

D. failure of the employee to pay the employee portion of the insurance premium when due.

16.4 Health Insurance Committee. The UFF-FSU-GAU President will appoint two (2) employees to serve on the University's Student Health Insurance Committee.

ARTICLE 19

TOTALITY OF AGREEMENT

Vacant

ARTICLE 23

STIPENDS

23.1 Minimum Stipend. The minimum stipend shall be as follows:

- A. Rates. Effective, August 7, 2020, each graduate assistant on a 0.50 FTE academic year appointment shall be guaranteed a minimum stipend of \$15,600, or prorated to that value in accordance with 23.1 (B) with a minimum of \$20.00 hour.
- B. Stipend Rates shall be prorated by FTE and appointment period.
- C. Competitive Pay Adjustment.

(1) For Fiscal Year 2019-2020, each eligible graduate assistant with at least a 0.50 FTE appointment will receive a one-time, non-recurring performance bonus in the amount of \$650, less applicable taxes and deductions. Each eligible graduate assistant with an appointment between 0.25 FTE and 0.49 FTE will receive a one-time, non-recurring performance bonus in the amount of \$325, less applicable taxes and deductions. The bonuses will be effective November 22, 2019. . (2)

Graduate assistants with multiple appointments will receive a bonus as outlined in 23.1 (C)(1), for each appointment, not to exceed a total bonus amount of \$650 per graduate assistant.

(3) Graduate assistants must be employed by the University in active payroll status on the effective date of the pay increase in order to be eligible.

23.2 Graduate assistants on contracts or grants shall receive salary increases equivalent to similar graduate assistants on regular funding, provided that such salary increases are permitted by the terms of the contract or grant and adequate funds are available for this purpose in the contract or grant. Nothing contained herein shall prevent employees whose salaries are funded by grant agencies or auxiliary funds from being allotted raises higher than those provided in this Agreement. Distribution of increases for graduate assistants on contracts or grants shall be in compliance with all applicable federal rules and regulations.

23.3 Initial Payment. Employees shall receive their first paycheck based on their effective date of appointment and according to the payroll calendar schedule established by Human Resources. Appointments with an effective start date in a pay period will be processed for the next pay cycle so long as all appointment paperwork is received by Human Resources by the associated paperwork deadline.

23.4 Departmental Discretion to Provide Stipend Increases. Nothing contained herein shall prevent departments from paying stipends higher than the minimum specified above or from providing stipend increases during the term of this collective bargaining agreement.

- A. Departments that provide stipend increases beyond those contained in this article, shall have a written policy on the eligibility requirements and effective dates for such increases in their departmental Graduate Handbook.

ARTICLE 24

CONSULTATION

24.1 Consultation.

A. Upon request of either party, the President or the President's designee shall meet with UFF-FSU-GAU representatives to discuss matters pertinent to the implementation or administration of this Agreement, University actions affecting terms and conditions of employment unique to the University, or any other mutually agreeable matters. Such meetings shall occur no more than once (1) per Fall semester and once (1) per Spring semester unless the parties agree to meet more frequently. The party requesting consultation shall submit a written list of agenda items to the other party no less than one (1) week in advance of the meeting.

B. The President shall attend at least one (1) such meeting in either the Fall or Spring semesters.

24.2 Contract Administration Meetings. The University and UFF-FSU-GAU shall schedule contract administration meetings as needed and as mutually agreed upon, to discuss enforcement of specific provisions of this Agreement or issues related to the administration of the Agreement. Requests for a contract administration meeting shall not be unreasonably denied.

24.3 The parties understand and agree that such meetings held pursuant to Sections 24.1 or 24.2 may be used to resolve problems regarding the implementation and administration of the Agreement. However, such meetings shall not constitute or be used for the purpose of collective bargaining, or to discuss matters in litigation, unless the University and UFF-FSU-GAU agree otherwise.