

Article XX

Workload

Section 1. The Union and the University agree it is in the interest of the University and the GE-Graduate Employee to define a GE's workload to be commensurate with the GE's appointment, title/classification, and compensation, as well as their ability to make academic progress required by their academic program. Members of the bargaining unit hold the position of Graduate Assistant (including Teaching Assistant) and Graduate Research Assistant.

UNH reserves the right to assign GEs those duties and responsibilities that best meet the needs of UNH based on the qualifications and abilities of the GE. GEs covered by this agreement are expected to assist in clinical, practice, research, service, teaching, or other matters related to UNH's mission. Work assignments may involve administrative or service tasks that assist in the overall academic or research endeavor. The scope of work of individual assignments shall be as listed in the appointment letter covered in Article X, Appointment Letters.

Section 2. The workload hours for each academic-appointment periodsemester are delineated in this section:

I. Fall and Spring SemestersAcademic Year:

The workload for a full-time GE shall not exceed an average of twenty (20) hours per week. A GE shall not be assigned a workload of more than 40 hours in any one week

II. Summer and ~~Winter~~ Terms:

A. Full-time assistantships:

If the GE's appointment is "full-time," their workload shall not exceed an average of forty (40) hours per week.

B. Half-time assistantships:

If the GE's assistantship is "half-time," their workload shall not exceed an average of twenty (20) hours per week

III. Any work assignment, including but not limited to, preparation work, training, orientation, required meetings, required travel time, required conferences, and required office hours, shall be included in the total workload for the period of

the appointment, including duties that occur outside the academic term.

Section 3. GEs shall only be assigned job duties, roles, and/or functions that can be regularly performed within the allotted workload average as outlined in Section 2.

Section 4. In the event of significant increases in elements of a GE's workload ~~(such as class size, number of sections or courses taught, or number of students advised)~~ contracted hours shall be increased accordingly or such changes shall be structured in such a way as not to increase the GEs expenditure of time beyond the number of hours specified in the GE's contract ~~(e.g. switching from essay to multiple choice, adding graders)~~ and shall be discussed by the ~~department chair~~supervisor with the GE involved. Departments will provide advance written notice to affected GEs of department-wide changes and shall meet to discuss such changes with all affected Graduate student Employees within thirty (30) days of such change.

Section 5. ~~Whenever possible, Ss~~supervisors shall give at least ~~thirty fourteen~~ (3014) days of notice for the completion of tasks, taking into consideration relevant surrounding circumstances, including, but not limited to, grading, exam preparation and monitoring, instructional details for discussion sections or lab assignments, and/or any other material necessary for timely preparation. ~~Supervisors will guarantee to accommodate GEs academic commitments when assigning tasks.~~

- (a) Supervisors shall not assign any additional duties, outside of the conventional tasks, without the consent of the GE. If a Supervisor wishes to assign any additional duty, then they must notify the GE at least thirty (30) days before the task is due.

Section 6. ~~GEs cannot be obligated to complete any assigned duties before 9 AM or after 5 PM or on weekends unless a written agreement has been signed between GE and the employer. This agreement shall provide the rationale for the required work hours and details about the nature of the work.~~
UNH acknowledges as a general principle that most work assignments should be carried out during the hours during weekdays of 8:30 AM to 5:30 PM.

Obligations of assigned positions for all employees should be met primarily during these work hours, or otherwise specified in the appointment letter or by mutual agreement between the employee and the employee's supervisor. The Union acknowledges some work obligations may fall outside of these hours, such as evening classes, office hours, laboratory responsibilities, or in-person or remote field work

UNH Counterproposal to

GEU-UAW Proposal 10/7/2024

October 21, 2024

(including such work performed in other time zones) and related travel that must be attended to outside of regular work hours.

Section 7. In the case of a change of a GE's job assignment/role/function or the addition of another job assignment/role (i.e. coverage of another course, tutoring hours, overseeing directed research, etc.), any work completed in the original assignment will count toward the hour limit for the term.

Section 8. If a GE contends that the GE's workload exceeds the maximum required by the GE's assignment shall first discuss this with the GE's ~~faculty~~ supervisor (or department/program head, as appropriate) to resolve the matter. A union representative may participate in this discussion if the GE desires and provides advance notice to their supervisor. In the case that a GE requests to meet with their Supervisor, the meeting must be held within seven (7) days of the initial request. If this meeting does not result in a resolution that is acceptable to the GE, the GE may file a grievance as per Article XX.