

**ARTICLE 4
UFF RIGHTS**

4.1 Use of Facilities and Services.

(a) As the certified faculty bargaining agent, the UFF shall be provided an appropriate campus office with a lock. The office shall be equipped with a computer, standard campus software, a printer, a telephone for local access calling (no long distance service provided), access to the Internet, a desk with chair, two side chairs, and two file cabinets.

(b) The UFF shall have the right to the use of University facilities and services on terms no less favorable than other groups on campus, including the Faculty Association.

4.2 Communications.

(a) The UFF shall have the right to post notices on bulletin boards on campus where other notices regarding personnel and/or faculty activities are posted. All such postings shall bear the date of posting, and may be removed by the University Administration after having been posted for a period of thirty (30) days.

(b) The UFF shall have the right to use the University's campus mail and e-mail systems (including use of the "all-faculty" group) to fulfill its statutory responsibilities under Chapter 447, Part II, Florida Statutes.

(c) The University Administration shall maintain a link for the UFF chapter on the Faculty/Staff page of the University website.

(d) The University Administration shall maintain a link for the UNF/UFF Contract at any location where the Faculty Handbook is listed on the University Website. Documentation referencing the UNF/UFF contract shall link to the current contract.

(e) The University Administration shall allow UFF to set up a discussion forum on UNF's Learning Management System; provided that UFF shall be responsible for administering the UFF forum; and that access to the UFF forum shall be limited to in-unit faculty members.

4.3 Leave of Absence – Union Activity.

(a) At the written request of UFF no later than March 1 for the next summer term and for the next academic year, a full-time or part-time leave of absence shall be granted to the faculty members designated by UFF provided that such leave does not adversely impact the department's ability to offer the necessary courses or meet other programmatic or student needs. If such request is denied, the

47 University Administration shall provide the UFF the reasons for such denial no
48 later than April 15.

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50 (b) No more than one faculty member per department shall be granted leave at any
51 one time under the provisions of this Article, unless the University Administration
52 and the UFF agree otherwise.

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54 (c) The UFF shall reimburse the University Administration for the salary and benefits
55 of the faculty members approved for leave granted under the provisions of this
56 Article.

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58 (d) A faculty member on such leave shall not be evaluated for this activity and the
59 University Administration shall not take reprisals against a faculty member for
60 taking such leave.

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62 (e) Salary increases. Upon return from such leave of absence, the University
63 Administration will adjust the salary of a faculty member who was on full-time
64 leave so that it includes any across-the-board, guaranteed minimum, or market
65 equity/compression/inversion salary increases that were applicable to bargaining
66 unit faculty during the full-time leave of absence. Faculty members who are on
67 part-time leaves of absence shall receive applicable salary increases at the time
68 they become effective.

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70 (f) The Board of Trustees and the University Administration shall not be liable for
71 the acts or omissions of any faculty member granted leave under this Section and
72 the UFF shall hold the University Administration and Board of Trustees harmless
73 for any such acts or omissions, including the costs of defending against such
74 claims.

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76 4.4 **Release Time.**

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78 (a) **Fall and Spring Semester:**
79 Each semester (Fall and Spring) the Board of Trustees and the University
80 Administration shall provide release time to full-time faculty members designated
81 by the UFF for the purpose of carrying out the UFF's obligations in representing
82 faculty and administering this Agreement, on the following schedule:

- 83
 - Fall Semester: ~~3~~ 5 units
 - Spring Semester: ~~3~~ 5 units

84
85 (1) One "unit" of release- time during the Fall and Spring semesters consists of
86 a reduction in teaching load of one (1) course for instructional faculty or,
87 for non-instructional faculty, a reduction in workload of ten (10) hours per
88 week, which shall include a corresponding 25% reduction in assigned
89 duties.

90
91 (2) A faculty member may receive more than one "unit" of release time per

92 semester, up to a maximum of two units per semester.
93
94
95

96 (b) **Summer.**
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- 98 (1) The UFF may designate a total of ~~two~~ four ~~(2)~~ (4) faculty members to
99 receive a thirteen (13) week ~~.25 FTE~~ .375 FTE summer release time
100 assignment.
101
102 (2) A faculty member may receive more than one such thirteen week ~~.25~~ .375
103 FTE release time assignment per semester, up to a maximum of two units
104 per summer.
105
106 (3) All other provisions contained in Section 4.4, except 4.4(a) and (e), shall
107 apply to summer release time.
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109 (c) **Release Time for Collective Bargaining.**
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- 111 (1) In addition to the above, a total of ~~2~~ 4 additional units in the Fall, Spring, or
112 Summer term, shall be granted when the parties are negotiating a
113 collective bargaining agreement. (One “unit” of release time during the
114 Fall and Spring semesters consists of a reduction in teaching load of one
115 (1) course for instructional faculty or, for non-instructional faculty, a
116 reduction in workload of ten (10) hours per week, which shall include a
117 corresponding 25% reduction in assigned duties, whereas the summer
118 releases shall consist of two 13 week ~~.25~~ .375 FTE assignments.)
119
120 (2) The parties will endeavor to complete collective bargaining negotiations
121 during the semester in which they begin. In those years when the parties
122 have been delayed in completing collective bargaining negotiations, but
123 are making reasonable progress toward completion, the UFF may
124 designate ~~two~~ four additional semester release assignments for the
125 succeeding term.
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127 (d) **Salary increases while on Release Time.**
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- 129 (1) Faculty members on release time shall receive any across the board,
130 guaranteed minimum, or market equity/compression/inversion salary
131 increases on the same basis as other faculty members. This section shall
132 not be construed to limit a faculty member on release time from earning a
133 merit increase if the faculty member otherwise met the eligibility
134 requirements for merit increases. In evaluating whether a faculty member
135 on release time is eligible for a merit increase, the merit score will still be
136 computed by weighting the teaching component by the appropriate

137 percentage as listed in Article 30 regarding Salaries. The fact that the
138 faculty member had a reduced teaching load will not be used as a basis for
139 reducing the points assigned for the teaching component of the faculty
140 member's merit score.

141
142 (2) Release time activities shall not be evaluated, but such activities shall be
143 considered university service and the University Administration shall not
144 take reprisals against any faculty member for using release time.

145
146 (e) The UFF may designate faculty to receive release time during the academic year,
147 and Summer Term provided that:

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149 (1) In departments with ten (10) or fewer faculty members, no more than one
150 (1) unit of release time shall be assigned, unless agreed to by the
151 department supervisor.

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153 (2) The UFF shall provide the University Administration with a list of
154 designees for the next academic year no later than April 1. Upon approval
155 of the designees by the University Administration, the designees shall
156 receive the release time for one (1) academic year, unless the University
157 Administration is notified of a substitute for the Spring semester.
158 Substitutions for the Spring semester shall be made upon written
159 notification submitted by the UFF to the University Administration no
160 later than November 15. The UFF shall provide the University
161 Administration with a list of requested designees for Summer Release
162 Time no later than April 1 of the academic year preceding the summer
163 term.

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165 (f) Faculty members on release time shall retain all rights and responsibilities as
166 other faculty, but shall not be considered representatives of the Board of Trustees
167 or the University Administration for any activities undertaken on behalf of the
168 UFF. The UFF agrees to hold the University Administration and the Board of
169 Trustees harmless for any claims arising from such activities, including the cost of
170 defending against such claims.

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172 4.5 **Faculty Orientations.**

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174 (a) **Human Resources Orientation.** UFF shall be included in the Human Resources
175 orientation for new faculty and shall be permitted to make a presentation of
176 reasonable length at that orientation. UFF shall be permitted to have a packet of
177 printed material included in the packets provided to the new faculty at the Human
178 Resources orientation.

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180 (b) **Academic Affairs Orientation.** UFF shall be invited to have a representative
181 present at the Academic Affairs orientation for new faculty. UFF shall be
182 permitted to have a packet of printed material included in the packets provided to

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new faculty at the Academic Affairs orientation.