

attend mandatory orientation, misconduct, failing to perform required duties, unsatisfactory performance and other reasons as laid out in the contract.

What forms of discipline are there?

The university is allowed to give oral warnings, written reprimands, suspension and even reduction of assistantship duties resulting in less pay. The university may not fine you or cancel conference leave as punishment. The university may also dismiss you if the offense is serious.

What do I do if I suspect that I may be disciplined/dismissed?

Contact GEO immediately at grievances@uic-geo.net. The contract guarantees “just cause” and specifies the procedure. You must be given an opportunity for rebuttal and anonymous documents may not be used against you. You have the right to union representation throughout the disciplinary process and any investigatory interview that may reasonably lead to discipline.

Contract violations

What do I do if I suspect the contract has been violated?

Get in touch with the GEO at grievances@uic-geo.net because the GEO may be able to file a grievance on your behalf. A grievance is a formal process for addressing contract violations and complaints against the employer. The process outlines how the contract has been violated and calls for a resolution to the problem.

You have 30 business days to file a grievance or you waive your right to do so. Usually issues can be resolved through informal discussion, but a written grievance can also be filed. If not resolved, the union may eventually submit a grievance to third party binding arbitration.

Contact the GEO:

815 W. Van Buren, Suite 203
Chicago, IL 60607

312-733-9641
geo@uic-geo.net
[facebook.com/uicgeo](https://www.facebook.com/uicgeo)
[@uicgeo](https://www.instagram.com/uicgeo)



GEO
GRADUATE
EMPLOYEES
ORGANIZATION

LOCAL 6297 IFT-AFT AFL-CIO

**FREQUENTLY
ASKED
QUESTIONS
ABOUT THE GEO
CONTRACT**

What is the GEO contract?

Every three years, the Graduate Employees Organization (GEO)'s bargaining team (made up of graduate employees like yourself) meets with the UIC administration to negotiate improvements to our working conditions. The result is a legally binding contract between the union and UIC. The current contract is valid from August 2015-2018.

Who does it cover?

This contract covers Teaching Assistants (TAs) and Graduate Assistants (GAs) with appointments between 25% and 67%. Research Assistants (RAs) are not legally covered by the contract, although UIC has extended many of the same rights and benefits to RAs. However, those rights are not guaranteed.

Wages and fees

What is the minimum wage?

The minimum wage for a 50% FTE, 9 month appointment:

<i>Academic Year</i>	<i>Minimum Wage</i>
AY15-16	\$16,765
AY16-17	\$17,465
AY17-18	\$18,065

Is there an increase in the wage for those paid above the minimum?

The percent increase for continuing assistants is the Campus Wage increase that is determined by the Provost yearly. This cannot be less than the minimum wage, above.

Which fees are waived?

The following fees are waived for TAs and GAs:

- Service Fee
- Health Service Fee
- Academic Facilities and Maintenance Assessment
- Library and IT Assessment

Will all my tuition be waived?

Yes. The GEO negotiated full tuition waivers for all assistants covered by this contract.

Do I still have to pay a tuition differential?

Unfortunately, tuition differentials are not waived by the current contract. The contract does have language requiring the university to more clearly disclose fees to students.

Notice of appointment

When will I know if I have been (re)appointed?

The university must issue a letter of appointment at least 45 days before the start of the appointment. This letter should specify appointment title, stipend amount, effective dates of service, name and contact info of supervisor and major duties of the assignment. The letter should also include notification of tuition differential and taxation information for appointments subject to taxation of tuition waivers or assessment of tuition differentials.

Can I hold another job off campus?

Yes, as long as it doesn't interfere with your assistantship duties. International students are usually restricted to working on campus through the conditions of their visa.

Health care

Does the University contribute to the cost of health care?

Yes. The university contributes

- AY15-16: 35%
 - AY16-17: \$250 or 40%, whichever is higher
 - AY17/18: \$275 or 40%, whichever is higher
- for each Fall and Spring semester appointed if the assistant chooses to be covered by CampusCare. Graduate employees are also eligible for vision and dental coverage, the costs of which are also paid by the university.

How do I show proof of student/employee status for CampusCare etc?

A copy of your CampusCare ID card can be printed from the CampusCare website (campuscare.uic.edu). Your notice of appointment is sufficient to access benefits if you are not yet entered into the system.

Can I add my partner/children to CampusCare?

You can add your dependent child, spouse, or same

sex partner to CampusCare during the enrollment period (see enrollment dates on the CampusCare website). It is not possible to insure a partner of the opposite sex if you are not married. The University does not make any contributions to the premiums for the dependents of graduate employees.

Sick days and other paid leaves

Am I entitled to sick leave?

Yes. Grad employees appointed at 50% FTE are entitled to 3.25 unpaid sick days per semester. Sick leave for other rates of appointment is calculated proportionally (e.g. 25% appointment equals 1.625 sick days per semester).

Do I have to find / pay for a replacement?

No. However you must notify your supervisor as soon as possible so that they can secure a replacement. You should never have to pay for a temporary replacement.

Can I use sick time for my family?

Yes. You can use sick leave for illness, injury or to seek medical or dental consultation for yourself, your spouse, your same-sex partner, dependent children or other dependent members of your household.

Do I get paid vacation?

Assistants on 9-month appointments do not earn vacation. Those with 12-month appointments are eligible for 24 work days vacation at the percentage of the appointment. A 50% appointment earns 12 days vacation per year.

What other leaves am I eligible for?

You are eligible for 2 weeks paid parental leave, as well as jury duty leave, military leave, 3 days bereavement leave, and paid professional conference leave. Additional unpaid leave may be available.

Discipline and dismissal

What can I be disciplined for?

You can be disciplined for threatening to cause harm, damaging university property, failing to