



Whether you're a Teaching, Research, or Departmental Assistant,

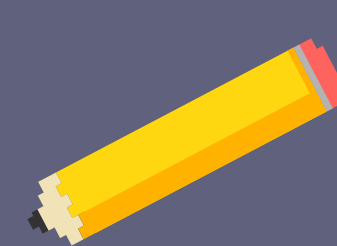
# Graduate Assistants United

is here to protect your rights as an employee and to improve working conditions for all URI Grad Assistants.

Graduate Assistants United negotiates for all of your contractual benefits and works to protect your rights as an employee of the university. The benefits we've won at the negotiating table include (but are not limited to):

NEW

## Offer Letters and Job Descriptions



In order to do your job well, you need to know what your job actually is. Our new contract outlines key components that **MUST** be included in your offer letter and job description, including your assigned course, lab, research project, or position, your supervisor's name, the general tasks to be performed, work locations, and possibilities for atypical scheduling and/or work on weekends or holidays.

## Student Fee Reduction



Full time grad assistants are entitled to a 20% reduction to **ALL** student fees.

NEW

## Workload



**NEW!** "No member of the bargaining unit shall be required to consistently work more hours than their appointment letter stipulates."

Grad Assistants are expected to work 20 hours per week for their assistantship. Grads may work an additional 5-10 hours per week (depending on progress towards degree) with the approval of your major professor, the dean of your college, and the dean of the graduate school.

### PAY LEVEL ADVANCEMENT

As you advance in your studies, you are entitled to additional raises

**Level 1:** Graduate students without a Master's degree shall receive Level I pay.

**Level 2:** Incoming Graduate Assistants will begin at Level II pay if they enter the university with a Master's degree. Graduate Assistants working towards their PhD shall advance from Level I to Level II pay at the start of the pay period following commencement that follows completing 30 credits.

**Level 3:** Graduate Assistants who are PhD candidates shall advance from Level II to Level III pay at the start of the pay period following the certification of the comprehensive exam results by the Graduate School verifying the exams were passed, with retroactive pay to the date of the oral comprehensive exam.

## Materials and Resources



You are entitled to have access to a printer/photocopier; storage space; course, research, or administration supplies; and a mailbox.

NEW

You are now **also** entitled to **desk copies** of teaching texts, **software** approved by your supervisor to conduct research and construct or grade assignments, and **reimbursement** for the purchase of **laboratory supplies** and/or **classroom materials** approved by your supervisor.

*New Language!*



## Workplace Bullying



You are not alone. If your rights are being violated, you have access to a fair, swift grievance process that protects you from retaliation.

## Misconduct



If you are concerned that you may be disciplined or dismissed, you are entitled to have a representative from the union present to ensure your situation is treated fairly and justly.

## Health Insurance



Grad assistants are entitled to health insurance through the student insurance plan, paid for by the university.

## Sick Leave



You are entitled to 8 paid sick days per year, cumulative for up to 32 days.

## Annual Evaluation



You are entitled to feedback on your job performance! An annual evaluation should be provided to you in writing, which you may accept or append comments to.

## REPORTING GRIEVANCES

If you feel your contractual rights may have been violated, you are entitled to a fair and expeditious grievance procedure. However, you **MUST** report your concern to the union within **15 days** of the occurrence on which the grievance is based to be protected.

## Parental Leave



Once you have been employed as a GA for a year, you are entitled to 6 weeks **PAID** parental leave.

## Bereavement Leave

You are entitled to 4 days of leave with pay in the event of the death of a family member.



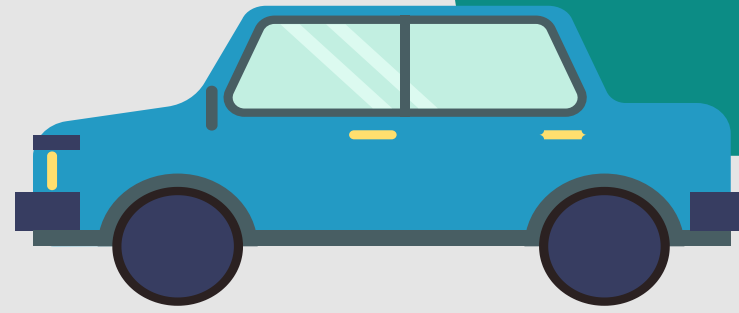
## Academic Freedom



Your contract ensures that Graduate Assistants have reasonable latitude to exercise their judgment in deciding how to accomplish their teaching and research, under the supervision of faculty within their department.

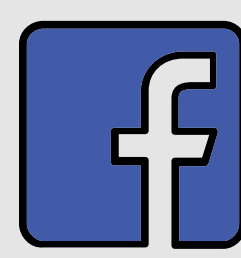
## Mileage Reimbursement

If you are required to use your personal vehicle for University business, you are entitled to be reimbursed for mileage in accordance with the mileage reimbursement policy and procedures established by the Controller's Office.



## When in Doubt, Reach Out!

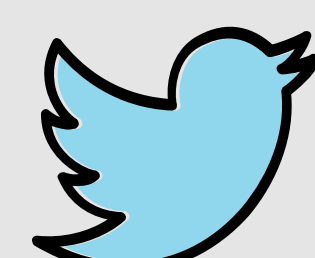
For more information on your rights, our union, and ways to get involved, head over to our website, follow us on social media, visit us at our office, or give us a call.



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