Article 11- Salary

Section 1 – Monthly Salary Rate
The minimum full-time equivalent monthly salary rate will increase from $3922 to $4650 effective September 1, 2020.

<table>
<thead>
<tr>
<th>Employment Fraction (FTE)</th>
<th>Minimum Monthly Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>0.3</td>
<td>$1,395</td>
</tr>
<tr>
<td>0.4</td>
<td>$1,860</td>
</tr>
<tr>
<td>0.49</td>
<td>$2,278.50</td>
</tr>
</tbody>
</table>

Employing units reserve the right to set their full-time equivalent monthly salary rate at a higher level. The monthly salary is determined by multiplying the full-time equivalent monthly salary rate by the employment fraction as specified in Section 3. The University shall not reduce the monthly salary rate of bargaining unit employees reappointed in a subsequent year within the same employing department. Each year upon reappointment within the same employing unit, all bargaining unit employees Graduate Employees who meet satisfactory academic progress standards, as determined by the Graduate School and the program of academic study, shall receive a minimum 6% increase to their current salary rate.

Section 2 – Employment Period
Appointments can be made based on the nine-month academic year, the twelve-month fiscal year or for other periods specified in individual cases. The nine-month academic year is divided into three (3) academic 13 quarters as defined by Oregon State University, each corresponding to an employment period of three (3) months (thirteen weeks) duration.

Section 3 – Employment Fraction (FTE)
Employment fractions (full-time equivalency or FTE) should be determined by the following scale of time commitments averaged over the employment period specified in Section 2. The use of an employment fraction indicates less than half-time effort.

Effective September 16, 2017, Graduate Employees will be appointed to a minimum FTE of 0.3. The minimum FTE assignment for a Graduate Employee who has sole responsibility for teaching a lecture course and/or is listed as the instructor of record shall be 0.49 FTE. Sole responsibility is understood to mean sole responsibility for teaching and conducting of a class, serving as the primary contact for students enrolled in the class, and evaluating and grading student work. Employment fractions are to be based on expected weekly and overall workload during an academic quarter. Supervisors shall review the employment fraction with their Graduate Employees at the beginning of the Graduate Employee’s appointment to ensure mutual understanding of the weekly work time commitment. No more than 85% of the Graduate Employee’s maximum work hours for a thirteen-week employment period may be worked during the eleven week academic term (where an academic term is defined in this section only as ten instructional weeks and one week of finals). Working hours shall not fluctuate more than 50%
above the weekly average in any one (1) work week throughout the course of the employment period, unless by mutual agreement between the supervisor and the Graduate Employee.

Workload assigned to a Graduate Employee under this article may or may not be separate from the academic expectations associated with thesis or dissertation research. This agreement shall not in any way be construed as imposing a limit on the amount of academic work necessary for a student to make satisfactory academic progress toward their degree.

Graduate Employees appointed at 0.49 FTE for a 9-month academic year will not exceed two hundred fifty-five (255) hours per quarter or a total of seven hundred sixty-five (765) work hours in an academic year. The parties agree that work is to be distributed as evenly as possible over the thirteen-week employment period.

Section 4 – Adjustments to Employment Fraction (FTE)

A Graduate Employee’s employment fraction is an estimate of a proportion of full-time effort within a department or unit for the work assignments involved and shall be as determined by the department or unit. In the event that it is demonstrated that the Graduate Employee will exceed the assigned work hours, and therefore the employment fraction, the department or unit will make an appropriate retroactive adjustment in salary and either reduce workload accordingly or make an appropriate increase in FTE not to exceed 0.49 FTE. In circumstances where it is determined that the Graduate Employee is not meeting workload demands, based on performance, Article 15 shall be applied.

Section 5 – Substitute Work

Graduate Employees substituting for the work of another Graduate Employee under Article 30: Sick Leave, shall be compensated at the hourly rate corresponding to the monthly minimum salary established in Section 1 of this Article. In no case shall a Graduate Employee work over 259 hours per term. Graduate Employees may not work in excess of their available substitute hours each term without an adjustment to their FTE and sick leave accrual. Employment Fraction (FTE) Maximum Substitute Hours Available per Term

Section 6 – Child Care

Graduate Employees who incur costs for child-care services outside of OSU facilities shall be reimbursed upon request and proof of payment. To receive a reimbursement, one must be a Graduate Employee at the time costs are incurred.

In this section, child-care costs may include but are not limited to tuition, application fees, (re)registration fees, late pick-up fees, and parking costs.

Beginning September 2020, the University agrees to pay up to $3,000 per child (totaled over the duration of a single term) for child-care costs meeting the above criteria. A Graduate Employee will be eligible for a reimbursement up to $3,000 per child each term they have an appointment.
The University will create a scholarship fund for Graduate Employees who receive child care on campus. Each scholarship will be $3,000 per child per term, paid in advance of using child-care services. Applications will be approved and processed prior to the start date of term and prior to the start date of employment.

Instructions on how to obtain reimbursement will be posted on the Office of Human Resources website. Nothing in this agreement will preclude a Graduate Employee from being eligible to receive any other child-care benefits or services from the University.

Section 7 – Class Size
To ensure that FTE assignments correspond to workload no single Graduate Employee will be responsible for the instruction of more students than the following breakdown:

- .30-.35FTE equals 20 students;
- .36-.40FTE equals 21 students;
- .41-.45FTE equals 22 students;
- .46-.49FTE equals 23 students.

Exceptions will be made in scenarios where a Graduate Employee is not the primary instructor and is only responsible for grading assignments such as in lab settings or auditorium-sized introductory courses. In these scenarios, no Graduate Employee will be responsible for grading the work of more than 50 students, unless the grading is based on effort or completion, or the grading is shared among multiple Graduate Employees. These provisions also apply to instruction for Ecampus courses.

Multiple Graduate Employees are required for classes with student numbers exceeding those outlined above to maintain the proper Graduate Employee to student ratio. These numbers reflect only a cap on how many students a Graduate Employee can instruct based on FTE and do not represent the minimum number of students within a course, nor should the minimum number of students determine the FTE for a Graduate Employee.

Section 8 – CGE Hardship Fund
The University will make a one-time contribution of $300,000 to the CGE Hardship Fund by July 1, 2020 to be administered according to the criteria established by the Union. Once per year in the fall term the Union and the University will commence to review the allocation of grants from the CGE Hardship Fund, keeping all recipients of awards anonymous, and the amount of remaining money available in the fund. The University will replenish the fund to $100,000 before the start of Fall term annually.

Section 9 – Course Development
Any Graduate Employee who is assigned responsibility for development of a course will be compensated for their development time at a rate equal to the monthly salary determined in Section 1 of this Article. Additionally, any future use of such curriculum materials or Ecampus course modules by the University will require the University to compensate at a sum of $500 to
the Graduate Employee who developed the course for each instance the course module or curriculum is used.