

MEMORANDUM OF AGREEMENT  
 BETWEEN  
 THE UNIVERSITY OF CONNECTICUT  
 AND  
 THE AMERICAN FEDERATION OF  
 STATE, COUNTY AND MUNICIPAL EMPLOYEES

In accordance with the memorandum of agreement negotiated as part of the 1994-1999 collective bargaining agreement, the parties agree to extend the employee tuition waiver program to be effective July 1, 2016 to June 30, 2019 with restrictions and opportunities as noted below:

1. The University will waive tuition fees, equivalent to tuition for undergraduate courses, taken by permanent bargaining unit members with good or better evaluations on file who are currently and actively employed at the University of Connecticut, including the regional campuses. The waiver will be prorated for part-timers that work 50% time or more, and is not available to those employees who work less than 50% time. This waiver will be available only on a space available basis and specifically excludes courses offered during intersession or summer school, laboratory classes, as well as all graduate courses. There is no waiver for any fees or charges (i.e. general university fee, infrastructure fee, etc.) beyond that identified as tuition or its equivalent.
2. Employees may only enroll on the first day of class for tuition-based courses and on the second day of class for those courses that charge a fee in lieu of tuition. Pre-registration will preclude the availability of the waiver. An employee is limited to a tuition waiver for a maximum of two classes per semester.
3. For the waiver to apply, the employee must either be a matriculated student, or the course must be job-related in the judgment of the Department of Human Resources.
4. The employee must receive approval from the designated supervisor outside of the bargaining unit if the course is given during the normal workday, and a temporary schedule adjustment shall be arranged and documented. The guiding principal in approving or disapproving a request to take a class during the workday is that there is to be neither productivity impact, nor increased cost, nor reduction in customer service.
5. While there is no ability to grieve denial of a waiver or a schedule change, there will be a Labor/Management meeting shortly after the start of each of the three semesters to evaluate utilization and discuss such problems as they may arise.
6. This program will terminate on June 30, 2019. It may be extended or modified after this period by direct negotiation of the parties to the agreement.

*Keith A. Hood* 8-1-16  
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 For the University Date

*Carol Millette* 7/29/16  
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 For the AFSCME Date  
*President, Local 355*