

**ARTICLE 5**  
**PAYROLL DEDUCTION**

5.1 Deductions. The University shall deduct bi-weekly the following from the pay of those faculty members in the bargaining unit who individually and voluntarily make such request on a written authorization form as contained in Appendix "B" to this Agreement:

(a) One after-tax deduction code for UFF membership dues and another after-tax deduction code for PAC contributions in an amount established by UFF and certified in writing by UFF state president to the University; and

(b) One pre-tax deduction code and one after-tax deduction code for UFF voluntary economic services programs. Deductions shall be made on a pre-tax or after-tax basis at UFF's designation, provided there is no legal impediment to doing so. All such programs and deductions shall meet the requirements of state and federal law as well as University rules or regulations. The parties agree that proposed changes in University rules or regulations impacting these programs and deductions shall be subject to collective bargaining negotiations before implementation.

5.2 Timing of Deductions.

(a) The University shall make deductions beginning with the first full pay period that commences at least seven (7) days following the date that the Office of Human Resource Services receives the authorization.

(b) UFF shall give written notice to the University of any changes in its dues at least forty-five (45) days prior to the effective date of such changes.

5.3 Remittance.

(a) The University shall remit dues and other authorized deductions to UFF state office on a biweekly basis within fifteen (15) days following the end of the pay period.

(b) Accompanying each remittance shall be a list in electronic form containing the following information for each faculty member from whose salary a deduction has been made:

- (1) Name of the faculty member;
- (2) Bi-weekly salary of the faculty member; and
- (3) Amounts deducted from the faculty member's salary.

5.4 Termination of Deduction.

(a) The University's responsibility for deducting dues and other authorized deductions from a faculty member's salary shall terminate upon either

(1) thirty (30) days written notice from the faculty member to both the University Human Resource Services office and UFF revoking the faculty member's prior deduction authorization, or

(2) the termination of employment of the faculty member.

(b) The Office of Human Resource Services shall provide UFF with a copy of any written authorization from a faculty member terminating dues or other deductions within ten (10) days of the date the authorization was received.

5.5 Reinstatement of Deduction.

(a) The University shall reinstate dues deductions for faculty members who have previously filed authorization and who have not revoked that authorization, but whose payroll deductions have been discontinued for any other reason.

(b) The University shall deduct and remit to UFF dues for any period for which dues deductions were not, but should have been, made.

5.6 Indemnification. UFF assumes responsibility for (1) all claims against the University, including the cost of defending such actions, arising from their compliance with this Article, and for (2) all monies deducted under this Article and remitted to UFF. UFF shall promptly refund to the University excess monies received under this Article. Nothing herein shall make the University a fiduciary for any benefits offered by UFF. This subsection does not relieve the University of its responsibility to comply with the provisions of this Article.

5.7 Exceptions. The University will not deduct UFF fines, penalties, or special assessments from the pay of any faculty member.

5.8 Termination of Agreement. The University's responsibilities under this Article shall terminate upon (1) decertification of UFF or the suspension or revocation of its certification by the Florida Public Employees Relations Commission, or (2) revocation of UFF's deduction privilege by the Florida Public Employees Relations Commission.