

**MEMORANDUM OF UNDERSTANDING (MOU)
BETWEEN
WASHINGTON STATE UNIVERSITY (WSU)
AND
WSU CASE/UNITED AUTO WORKERS LOCAL 4591 (UAW)**

The Parties agree to establish a new Academic Student Employee (ASE) classification titled Graduate Academic Year Work – Hourly (Job Code 9981-YY_GRADASST). This classification will be added to the list of ASE classifications recognized under Article 9 – Job Titles of the WSU/UAW collective bargaining agreement (Contract).

The Graduate Academic Year Work – Hourly classification is intended for sporadic, temporary work consistent with ASE duties in the following circumstances:

Covering work for another ASE on a short-term basis

- Temporary coverage of course instruction or responsibilities for a faculty member on approved leave
- Temporary assignment to a specific task or project

Appointment to the classification of Graduate Academic Year Work may be permitted in other circumstances only by mutual agreement between the university and the union.

All duties must fall within the scope of ASE-appropriate work as defined in the Contract.

CONDITIONS OF USE

- Appointments under this classification are for temporary use only and are not intended to replace or substitute for standard ASE appointments.
- Students must be full-time enrolled graduate students during the appointment period.
- An offer letter must specify the basis for the temporary appointment.
- The minimum hourly rate will align with the appropriate graduate assistantship step, based on educational experience and location.
- Appointments are limited to six (6) weeks, except when covering an ASE on extended Short-Term Pregnancy/Parental Leave, in which case the limit is twelve (12) weeks.
- When combined with another ASE appointment, the Graduate School's policy on additional work must be followed.

ASEs appointed under this classification are covered by all applicable provisions of the Contract unless expressly modified by this MOU.

REPORTING

Labor Relations will provide the Union with reports of hours worked in the Graduate Academic Year Work – Hourly classification for each pay period, twice monthly, following payroll processing on or about the 15th and 25th of each month.

DURATION

This MOU will remain in effect for the duration of the current Contract term, ending August 15, 2026, unless modified by mutual agreement of the Parties.

For Washington State University:



Jennifer Klein, Vice President and Chief
Human Resources Officer

Date: 03/12/2026

For UAW Local 4591:



Beatrice Caffé, President

Date: 3/12/2026