

UNION RECERTIFICATION ELECTION INFO SHEET - 2024

The Process:

- On **August 15, 2024**, PERB will circulate notices regarding the upcoming election. Local HR teams will be sent notices that must be distributed to employees by **August 16, 2024**.
- On or before **August 25, 2024**, the University will send PERB a list of employees eligible to vote in the election.
- On **September 20, 2024**, PERB will circulate another notice regarding the upcoming election which will include voting instructions. Local HR teams will be sent the notices that must be posted and distributed to employees.
- **October 8, 2024**, through **October 22, 2024**, is the voting period. Employees will be able to vote online or by telephone.
- After **October 22, 2024**, PERB will post tentative election results.
- There will be a **10-day period** where parties may challenge the election results.
- After the **10-day period**, if no challenges are pending, PERB will post the official election results.

DO's and DON'Ts:

- **DO** promptly post all PERB election notices when you receive them in locations where employee notices are generally posted (if physical posting is required in your area).
- **DO** promptly circulate all PERB election notices when you receive them in the manner you circulate other notices to employees.(if physical posting is required in your area).
- **DO** promptly enter all appointment changes within **3 business days**. Changes to appointments that occur between **September 20, 2024**, and **October 22, 2024**, may impact the status of bargaining unit members. As such, University HR is required to report these changes to PERB on a weekly basis.
- **DO** allow employees to vote during breaks if you generally allow employees to use work computers or phones during break time for other personal business.
- **DO** allow employees to vote during work time if you generally allow employees to minimally use work computers or phones during work time for other personal business.
- **DO NOT** discuss the election with employees.
- **DO NOT** interfere with employee's rights to discuss the election.
- **DO NOT** share your opinion on the election.
- **DO NOT** discipline employees for exercising their right to vote.
- **DO NOT** try to answer questions about the election.
- **DO NOT** ask employees if they voted or how they voted.

Additional Information:

- If employees have questions, advise them to call PERB at 515-281-4414 or visit PERB's webpage on Recertifications - Frequently Asked Questions at the following link (please note that we will share an updated link for the 2024 recertification process as soon as it is made available):
https://iowaperb.iowa.gov/sites/default/files/documents/faqs_updated_2020.pdf
- If employees' campaigning or voting interferes with work operations, contact University Employee and Labor Relations at 319 467 4142 , ELR-HELP@uiowa.edu, or UIHC Employee & Labor Relations at 319 335 9702 or UIHC-ELR@uiowa.edu **before** taking any action.