

University Counter to CSU/PSU proposed parking pass and parking refund agreement
May 23, 2019

The parties agree to the following:

Upon the execution of this agreement, the University will continue to process parking refunds for CSU and PSU members for the cash value of any parking passes as per the Refund Policy for employees presented to the unions on May 22, 2019, with changes as follows:

All refunds for Transportation Services are subject to review. The following describes the process for initiating a refund based on the initial purchase method. All refunds require the affected party to report to the Office of Transportation Services with a valid UMass Boston ID and relevant receipts and/or records.

1. Credit Card: Bring the same credit card used in initial purchase and proof of purchase (which could be the pass itself) to the Transportation Services Office for a refund credit back to your credit card, this takes usually 5 or less business days to complete. Limited to 180 days. If this is not possible, the refund will be processed through Accounts Payable and paid out as a check.
2. Cash/Check: Bring proof of purchase (which could be the pass itself) to Transportation Services Office; refunds will be batch processed weekly through the Controller's AP Office, you should expect a 30-day turn around.
3. Pre-Tax Payroll: Employees who paid for services through a Pre-Tax Payroll Deduction will receive a credit back in their pay stub less taxes. These reimbursements are batch processed through Human Resources, you should expect a 30-day turn around.
4. The deadline for members to submit passes and receipts for refunds will be Friday June 28, 2019; and
5. The University shall announce to CSU and PSU members the refund policy with these changes.

Agreed to on _____

For the University: Maureen A. Pelz

For the Classified Staff Union, MTA: Jessie M. D.

For the Professional Staff Union, MTA: 9138 Annetta Z. Argyres

2019 JUN 11 AM 10:49

UNIVERSITY OF MASSACHUSETTS BOSTON

OFFICE OF TRANSPORTATION SERVICES