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**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE UNIVERSITY OF WASHINGTON (UNIVERSITY)
AND
SERVICE EMPLOYEES INTERNATIONAL UNION LOCAL 925 (UNION)**

2 THE PARTIES AGREE THAT ARTICLE 16 HOLIDAYS OF THE 2023-2025 SEIU 925
3 COLLECTIVE BARGAINING AGREEMENT LANGUAGE WILL BE MODIFIED AS
4 FOLLOWS, EFFECTIVE JUNE 6, 2024:

ARTICLE 16 – HOLIDAYS

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6
7 16.1 Holidays. The present holiday schedule includes the following eleven (11) days
8 with pay.

- 9
- 10 • New Year’s Day
- 11 • Martin Luther King Jr. Day (Third Monday of January)
- 12 • President’s Day (Third Monday of February)
- 13 • Memorial Day
- 14 • Juneteenth (June 19)
- 15 • Independence Day
- 16 • Labor Day
- 17 • Veteran’s Day
- 18 • Thanksgiving Day
- 19 • Native American Heritage Day
- 20 • Christmas Day

21
22 Holidays are prorated for part-time employees.

23
24 To be paid for a holiday not worked Employees must be in pay status for at least
25 four (4) hours on the last scheduled work shift preceding the holiday.

26
27 The Employer may designate other days or shifts to be observed in lieu of the
28 above holidays.

29
30 16.2 Holiday Pay Rules. The following applies to the holidays listed in this Article:

31
32 Full Time Employee:

- 33 A. When the holiday falls on the full time employee’s regularly scheduled work
- 34 day and is worked, the employee will be paid holiday premium pay (one and
- 35 one half) for all hours worked. The employee will also receive eight (8)
- 36 hours of holiday credit.

- 37 B. When the holiday falls on the full time employee’s regularly scheduled work
- 38 day and is not worked, the employee will be paid eight (8) hours at the
- 39 employee’s regular rate of pay. If the employees shift is more than eight (8)
- 40 hours, the employee will be allowed to use compensatory time, holiday
- 41 credit, vacation time off, or unpaid time off to complete the regularly
- 42 scheduled work hours for the day, or by a mutually agreed upon temporary
- 43 modified weekly schedule.
- 44 C. When the holiday falls on the employee’s regularly scheduled day off, the
- 45 employee will receive eight (8) hours of holiday credit.

46
47 Part Time Employee:

- 48 D. When the holiday falls on the part time employee’s regularly scheduled work
- 49 day and is worked, the employee will be paid holiday premium pay (one and
- 50 one half) for all hours worked. The employee will also receive the prorated
- 51 to full time number of hours of holiday credit.
- 52 E. When the holiday falls on the part time employee’s regularly scheduled work
- 53 day and is not worked, the employee will be paid the prorated to full time
- 54 number of hours at the employee’s regular rate of pay.
- 55 F. When the holiday falls on the employee’s regularly scheduled day off, the
- 56 employee will receive the prorated to full time number of hours of holiday
- 57 credit.

58
59 Night Shift Employees:

60 The holiday for night shift employees whose work schedule begins on one calendar
61 day and ends on the next will be the shift in which half or more of the hours fall on
62 the calendar holiday. That shift will be treated as the holiday and paid in
63 accordance with the above holiday pay rules.

64
65 Holiday Credit:

- 66 A. Holiday credit will be used and scheduled by the employee in the same manner
- 67 as vacation time off in Article 17 Holiday credit must be used before vacation
- 68 time off unless doing so would cause the employee to exceed the two hundred
- 69 ~~forty-eighty~~ (240280) hour vacation time off accrual limit.
- 70 B. Holiday Credit Cash Out. All holiday credit must be used by June 30th of each
- 71 year. The employee’s holiday credit balance will be cashed out every June
- 72 30th or when the employee leaves University employment for any reason. The
- 73 employee’s holiday credit balance may be cashed out when the employee:
- 74 1. Transfers to a position in their department with different funding sources
- 75 or,
- 76 2. Transfers to a position in another department.

77
78 16.3 Personal Holiday.

- 79
- 80 A. Each employee may select one personal holiday each calendar year in
- 81 accordance with the following:

- 82 1. The employee has been continuously employed by the University for
- 83 more than four (4) months;
- 84 2. The employee has requested and been approved to take the personal
- 85 holiday in accordance with Article 17 Vacation Time Off.
- 86 B. It is the employee's responsibility to schedule the Personal Holiday before
- 87 December 31st. If not requested it is forfeited.
- 88 C. Entitlement to the holiday will not lapse when it is cancelled by the Employer
- 89 and cannot be rescheduled before December 31st.
- 90 D. Full-time employees shall receive eight (8) hours of regular pay for the personal
- 91 holiday. Any differences between the scheduled shift for the day and eight (8)
- 92 hours may be adjusted by use of use of compensatory time, holiday credit, use
- 93 of vacation time off, or unpaid time off.
- 94 E. Part-time employees shall be entitled to a pro-rated number of paid hours on a
- 95 Personal Holiday based on their FTE.
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- 97

Tentatively Agreed To:

<p>For the Union:</p> <p>DocuSigned by: <i>Kristen Sharp</i></p> <hr/> <p>EA0601991FBC4E3...</p> <p>6/3/2024</p>	<p>For the Employer:</p> <p>DocuSigned by: <i>Jade Hersch</i></p> <hr/> <p>ED538CDB172F42B...</p> <p>6/3/2024</p>
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