MEMORANDUM OF UNDERSTANDING
BETWEEN
THE UNIVERSITY OF WASHINGTON (UNIVERSITY)
AND
THE INTERNATIONAL UNION, UNITED AUTOMOBILE, AEROSPACE AND
AGRICULTURAL IMPLEMENT WORKERS OF AMERICA (UAW), AFL-CIO and its
LOCAL UNION 4121 (UNION)

MOU – PFML Supplemental Benefits

The parties have agreed to amend the 2019-2021 CBA as follows:

Article 24: TIME OFF AND LEAVE

The provisions of this Article shall not apply to any Postdoctoral Scholar appointed on a
grant or contract that restricts the Postdoctoral Scholar’s time off or leave or requires
time off or leave to comply with the specific conditions of the grant or contract. Similarly
if a grant or contract provides more generous leave and time off benefits than the
agreement, the Postdoctoral Scholar shall be entitled to the benefits in the contract or
grant. The provisions of this Article shall supersedes any other leave benefits that apply
to Postdoctoral Scholars with a dual faculty appointment.

24.1 Bereavement Time Off. In the event of the death of a Postdoctoral Scholar’s
family member, a Postdoctoral Scholar shall be granted time off with pay. The amount
of paid time off shall be only that which is required to attend the funeral and/or make
arrangements necessitated by the death, but in no event shall it exceed three (3) days.
If additional time off is needed, the Postdoctoral Scholar may request the use of
available vacation or sick time off. The Postdoctoral Scholar must inform the supervisor
as soon as possible of the need for bereavement time off. Family member is defined in
Section XX.6.

24.2 Vacation Time Off. Postdoctoral Scholars will receive twenty-one (21) days of
paid vacation time off at the beginning of the month following the start of each one (1)
year appointment period. For appointment periods of less than one (1) year,
Postdoctoral Scholars will receive the prorated number of paid vacation days. Unused
vacation time off shall lapse twelve (12) months from the date it was received and at the
expiration of each appointment period. Unused vacation time off is not paid at
separation, does not transfer between employment programs, and is not eligible for
shared leave donation.
24.3 Vacation Scheduling. All vacation time off requests must be submitted according to departmental policy and be approved by the supervisor prior to commencement. Additional approval may be required if applicable. The Employer will make every effort to honor vacation requests that are made in a timely manner.

24.4 Sick Time Off.
Postdoctoral Scholars will receive one (1) day of paid sick time off for every month of appointment. Paid sick time off will be preloaded annually and available at the beginning of the month following the start of the appointment. Up to twelve (12) days of unused sick time off will carry forward to the next appointment year. Unused sick time off is not paid at separation, does not transfer between employment programs, and is not eligible for shared leave donation. Former eligible employees who are re-employed in the bargaining unit within thirty (30) days of their separation from service shall be granted up to twelve (12) days of all unused sick time off at the beginning of the month following the start of their next appointment.

24.5 Sick time off may be used for the following:

A. Personal illness, disability or injury (including illness or disability due to pregnancy), childbirth or to recover from childbirth.

B. Personal medical, dental, or optical appointments.

C. To care for a child (as defined in Family Member below) of the Postdoctoral Scholar who has a health condition that requires treatment or supervision.

D. To care for the Postdoctoral Scholar’s seriously ill family member.

E. To accompany a family member to medical, dental, or optical appointments where the Postdoctoral Scholar’s presence is required. The Postdoctoral Scholar must make advance arrangements with the supervisor for such absences.

F. Bereavement or condolence—see bereavement time off for details.

24.6 Family Member:
For purposes of this section, “family member” means any of the following:
(a) A child, including a biological, adopted, or foster child, stepchild, or a child to whom the employee stands in loco parentis, is a legal guardian, or is a de facto parent, regardless of age or dependency status;
(b) A biological, adoptive, de facto, or foster parent, stepparent, or legal guardian of an employee or the employee’s spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child;
(c) A spouse;
(d) A registered domestic partner;
(e) A grandparent;
(f) Individuals in the following relationships with the employee’s spouse or domestic partner: child, parent, or grandparent;
(g) A grandchild; or
(h) A sibling.

24.7 Faith and Conscience Time Off. In accordance with RCW 1.16.050, Postdoctoral Scholars will have the option to take up to two (2) unpaid holidays per calendar year for a reason of faith or conscience, or for an organized activity conducted under the auspices of a religious denomination, church, or religious organization.

To take unpaid time off under the statute, Postdoctoral Scholars must consult with their supervisor and use their department’s procedure for making advance leave requests. The Postdoctoral Scholar will need to inform their supervisor that the requested unpaid day(s) is for a reason of faith or conscience or for an organized activity conducted under the auspices of a religious denomination, church, or religious organization.

The supervisor can only deny a Postdoctoral Scholar’s requested day(s) off if the supervisor determines that the requested time off would impose an undue hardship or the Postdoctoral Scholar’s presence is necessary to maintain public safety. Undue hardship is defined in Washington Administrative Code (WAC) 82-56-020. Postdoctoral Scholars may be asked to provide verification for their unpaid time off request.

The Employer will allow an employee to use vacation time off in lieu of leave without pay. All requests to use vacation time off must indicate that the leave is being used in lieu of leave without pay for a reason of faith or conscience.

24.8 Washington Family Medical Leave Program (PFML) effective January 1, 2020.

The parties recognize that the Washington State Family and Medical Leave Program (RCW 50A.04) is in effect beginning January 1, 2020 and eligibility for and approval of leave for purposes as described under that Program shall be in accordance with RCW 50A.04. In the event that the legislature amends all or part of RCW 50A.04, the parties will meet and bargain the effects of the changes.

Under RCW 50A, employer provided healthcare benefits must be maintained during a PFML leave, so interspersing time off is not required provided the employee qualifies for a reason under the federal FMLA. Under RCW 50A.15.060(2), the University has elected to offer supplemental benefits in the form of sick time off, vacation time off, personal holiday, holiday credit, or holiday taken time off.
Employees requesting PFML benefits through the Employment Security Department must provide notice to the University as outlined under RCW 50A.04.030.

24.9 Personal Holiday. Employees are entitled to one (1) paid holiday per calendar year. Personal Holidays will be requested, scheduled, and approved in accordance with Article 24.3 Vacation Scheduling.

24.10 Unpaid Leave of Absence – The University may grant a Postdoctoral Scholar an unpaid Personal Leave of Absence at its sole discretion. Such leave shall not continue beyond the end of the Postdoctoral Scholar’s appointment. Personal Leave without Pay shall not be considered a break in service.

Tentatively Agreed To:

For the Union: [Signature]
Date: 27 Dec 19

For the Employer: [Signature]
Date: 12/27/19