

# Overview of UW - SEIU 925 Libraries Collective Bargaining Agreement (CBA)

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Duration: February 1, 2023 - January 31, 2026

# Today's Presenters

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- > **Ashlee Hooten\* (she/her)**
  - Labor Relations Negotiator
- > **Erik Dahl (ey/em)**
  - Assistant Director, Libraries Human Resources
- > **Jennifer Mallahan\* (she/her)**
  - Labor Relations Negotiator
- > **Kimanthi Warren (she/her)**
  - Assistant Dean for Organizational Development and Inclusion, University of Washington Libraries
- > **Laura Lillard\* (she/her)**
  - Director, Libraries Human Resources
- > **Lauren Pressley\* (she/they)**
  - Senior Associate Dean for Research & Learning Services, University of Washington Libraries

\* = on UW contract negotiation team



# Background

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- > This CBA covers Librarians, Law Librarians, Professional Libraries and Press employees (PLEs)
- > This CBA replaces the Librarian Personnel Code and the professional staff program for employees in the bargaining unit
- > Approved by the Board of Regents on March 9
- > Labor Relations (LR) is working with stakeholders on implementation
- > Once finalized, the CBA will be posted in its entirety on the LR website



# Article 3 - Workplace Behavior

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- > The parties share a commitment to working in an environment that fosters mutual respect and professionalism
- > The Article defines inappropriate workplace behavior, and references the UW Workplace Violence Policy
- > Bullying is defined as language or conduct that is unwelcome and sufficiently severe, persistent, or pervasive such that it could reasonably be expected to create an intimidating, hostile, or offensive environment, or has the purpose or effect of unreasonably interfering with an employee's work performance
- > The Article provides resources if an employee or Union representative believes an employee has been subjected to inappropriate workplace behavior, including a clause for no retaliation



# Article 5 – Grievance Procedure (1/2)

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- > A grievance is any dispute between the University and the Union, an employee, or a group of employees as to alleged misapplication or misinterpretation of the terms of this Agreement or the Employer's written personnel rules, policies or practices.
- > Any union employee may file a grievance with the union as their representative. Grievants are safe from restraint, interference, discrimination, or reprisal.
- > The parties agree that it is in their best interest to resolve disputes at the earliest opportunity and at the lowest level, and whenever possible, disputes should be resolved informally prior to filing a written grievance.



# Article 5 – Grievance Procedure (2/2)

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- > Step One – Supervisor, Manager, or Designee
  - Must be filed within 30 days of the occurrence giving rise to the grievance (except claims of discrimination, 180 days)
  - Employer’s designee(s), employee, and union rep have a Step One Meeting
  - The Employer will respond in writing within 15 days of the meeting
- > Step Two – Labor Relations (LR)
  - Employer’s designee(s), LR, employee, and union rep have a Step Two Meeting
  - LR will respond within 30 days of the step two meeting
- > Step Three – Mediation
  - Optional step and involves a PERC mediator
- > Step Four – Binding Arbitration



# Article 6 – Employee Rights (Weingarten)

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- Upon request, an employee will have the right to representation at an investigatory meeting requested by management in which the employee reasonably believes could lead to corrective action.
  - > Representation does not apply to discussions with an employee that occur during the normal course of duty (e.g. assigning work, informal discussions, etc.)
  - > The Employer will provide reasonable time to allow the employee to secure a representative
  - > The exercise of this right will not unreasonably delay or postpone the meeting



# Article 6 – Employee Rights (Release)

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Employees will be provided a reasonable amount of time during normal work hours to meet with a Union rep to file a grievance, or to attend meetings by management for the following:

- > Any meetings related to grievances
- > Investigatory interviews or pre-disciplinary meetings
- > Negotiations over mandatory subjects of bargaining
- > Joint Labor Management (JLM) meetings

An employee will obtain prior approval from their supervisor before attending any meeting or hearing.



# Article 51 – Joint Union Management Committee

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- > A Joint Union-Management Committee (JLM) is established to provide a forum for communications between the parties and to deal with matters of general Union/Employer concern
- > Consists of 3 Union representatives and 3 representatives from the Employer, though additional employees may be granted release time to attend meetings
- > JLMs are limited to an advisory capacity and shall not include any decision-making or collective bargaining authority
- > JLMs may be requested by either party. Requests for quarterly meeting shall be honored, but once convened, the committee may agree to meet more or less frequently
- > JLMs shall be limited to subjects of group rather than individual concern and is not a forum to discuss grievances
- > Employees are encouraged to bring concerns about staffing and working conditions to management directly, but the Union can request JLMs about such concerns or place them on the agenda

# Article 7 – Employee Facilities

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## 7.3 Temporary Work Spaces

- A. When an employee is required to report to a UW worksite that is not their typical work location, temporary workspaces will be made available.
- B. Temporary workstation facilities, access, and availability are appropriate topics for a meeting of a Joint Union Management Committee.

# Article 8 – New Employees (1/2)

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- > New Employee Orientation (NEO)
  - The Employer will continue to require employees whose work location is Seattle Main Campus to attend in person
  - The Employer will encourage employees whose work location is within 50 miles to attend in person
  - The Employer will offer online orientations to employees in locations/positions that cannot attend in person
  
- > The Employer will provide the Union access to employees who do not attend NEO
  - Within 90 days of employee's start date
  - Must be at least 30 minutes
  - At employee's regular worksite or a location mutually agreed to by the Employer



## Article 8 – New Employees (2/2)

**8.2 New Employee Training.** New employees will be onboarded and trained on their duties for their specific department. Onboarding will include, but not be limited to, informing employees of available leave benefits, professional development funding and opportunities, and safety and security procedures for their specific worksite or building.



# Article 9 – Probation for PLEs

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- > Every part-time and full-time PLE will serve a probationary period of six (6) consecutive months from initial appointment (extended for time off)
  - With a written explanation, the Employer may extend to 12 months (this should not be normal practice)
- > Employees who complete probation in the UW Library system do not have to complete another probation (but may have trial service)
  - If they move to a new position before the end of probation, they will serve a new six-month probation (unless adjusted for prior time served in probation)
- > Supervisors will provide feedback during the employee’s probationary period which may include written performance expectations
  - If at any point during a probationary period the supervisor believes that the Employee’s performance may result in their rejection, when possible, the supervisor will provide feedback as soon as possible identifying areas of improvement and offering support
- > An appointing authority may reject an employee who has not completed their probationary period
  - Upon request, and within ten (10) business days of notice, the Employer will hold a meeting to explain such action, which cannot be grieved



# Article 11 – Overtime (OT) / Compensatory Time

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- > At the (OT eligible) employee's request, compensatory (comp) time at 1.5x times the OT hours worked may be granted in lieu of monetary payment for OT
- > Comp time shall be paid at the rate earned by the employee at the time comp time is paid.
- > Use of comp time shall be approved by the Employer with consideration given to work requirements of the department and wishes of the employee
- > Comp time must be used by June 30; unused comp time is cashed out June 30



# Article 12 – Professional Development (PD) (1/2)

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The Employer sets professional development funds aside for each fiscal year. Allocations may vary depending on location and/or funding.

## > Disclosure/awareness

- Annually by July 1, employees will be notified in writing of the professional development allocations for the year
- Upon hire, employees will be given information describing the existence of and procedures surrounding PD
- Supervisors should have conversations about PD opportunities that may help them achieve their goals

## > Requesting PD funds

- Requests require documented supervisor support
- Employees should submit requests as soon in advance as possible
- The Employer will make a good faith effort to respond in 2 weeks



# Article 12 – Professional Development (PD) (2/2)

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## > Uses

- Opportunities for research, conferences, workshops, professional association membership fees, and travel
- Gallagher Law Library will pay for AALL or ALA and will pay for the WA State Librarian's Certificate

## > Release Time

- The Employer will make every effort to allow the employee to participate in PD on paid release
- Upon request, reasons for denial of release time will be provided in writing

## > Required Training

- If the Employer requires training, all costs will be covered by the department
- If it's during work hours, supervisors will work to adjust hours to accommodate the work schedule
- Employees reimbursed for required travel





# Article 14 – Appointments (Regular)

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PLEs with regular appointments are scheduled to work 12 months per year.

UW Librarians and Law Librarians have the following regular appointment types:

## > Provisional

- Specific term appointment
- For the ranks of Assistant Librarian, Senior Assistant Librarian and Associate
- Generally, for Librarians with less than 5 years' experience (or who have not yet demonstrated that they meet the expectations for permanent status)

## > Permanent

- Based on achievements of the individual
- For the ranks of Associate Librarian or Librarian (does not include temp or provisional appointments)
- Cannot reduce salary or FTE or end appointment except for resignation, retirement, corrective action, or layoff

# Article 14 – Appointments

## (Temporary and Interim – 1/3)

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- Temporary and Interim appointments are for a fixed duration established and documented at the beginning of the appointment.
- The Employer may convert a Temporary Appointment into a regular Appointment if the Employer uses a competitive process to fill the temporary appointment. PLEs will serve probation or Trial Service Period (whichever is applicable).
- Either halfway through the original duration, or 6 months before the end of the appointment (whichever is shorter), the Employer will meet with a temp to discuss the status of the appointment.



# Article 14 – Appointments (Temporary and Interim 2/3)

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- Temporary and Interim appointments types:
  - > Temporary Librarian Appointments
    - Generally limited to 2 years or less
    - For the ranks of Assistant Librarian, Senior Assistant Librarian, or Associate Librarian
    - Temp UW Librarians not eligible for promotion, personnel committees, or voting for representatives to personnel committees
    - Temp Law Librarians not eligible for promotion or to vote on promotions of other Law Librarians
  - > Project Appointments (for PLEs)
    - 6 – 12 months in duration
    - Conclusion of appointment at discretion of the Employer (not subject to grievance or layoff procedures)
    - If hired to the same job/same classification in same unit through open recruitment, project appointment counts toward probation



## Article 14 – Appointments (Interim to a Higher Position 3/3)

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**14.2(C) Interim Appointment to a Higher Position or Administrative Appointment.** The employing official may temporarily assign an employee(s) supplemental operationally necessary duties and responsibilities of a higher level or administrative position generally for up to 1 year. Such appointments shall be made in increments of no more than 6 months. Extensions beyond twelve months may be requested based on business need, in increments of no more than 12 months.

# Article 56 – Represented Limited Term Hourlies

This separate article covers an additional type of hourly PLE appointment. The article specifies which parts of the CBA apply to this appointment type and clarifies other characteristics unique to this appointment type.

# Article 15 - Promotions and Transfers of PLEs (Trial Service Period)

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Employees promoting, transferring, laterally moving, or voluntarily demoting must serve a trial service period

- > 6 weeks for transfer, lateral, voluntary demotion
  - Either the Employer or the employee may end an appointment by providing notice
  - During trial service, the employee may revert to former position if it is unoccupied
    - > If occupied, the employee may go on rehire list for former position
- > 6 months for promotion
  - During first 2 months, employees have preemptive rights to their former position
  - After first 2 months, employee may revert to former position if it is vacant (or be considered for reassignment or placed on rehire list)
- > 6 weeks for demotion
  - During trial service, employee has preemptive rights to former position
  - Does not apply to corrective action-related demotions



# Article 16 – Classification and Reclassification for PLEs

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## 16.8 Position Reviews

Either party may initiate a position review when they believe the basis of its request has become a permanent requirement of the job; employees may not request a position review more than once every 6 months

### Process:

- > Submit position review form to Libraries or Law HR
- > UWHR Compensation Office will review and issue a written response within 60 days
- > Effective date of allocations and reallocations will be determined by the Employer
- > If the Union wishes to appeal, it may appeal to the Classification Review Hearing Officer within 30 days of the written response

# Article 17 and 18 – Promotions for Librarians

## Libraries

- > The Article outlines a process that retains much of the pre-CBA promotions process, while making it specific to bargaining unit employees and removing references to the Librarian Personnel Code
- > The Article has an earlier timeline for application submission of September 1
- > Internal letters are removed
- > Candidates will now get access to Review Committee and Librarian Personnel Committee recommendations and have the opportunity to respond
- > Language reflects a change in the Librarian Personnel Committee composition to include a non-bargaining unit representative elected by non-bargaining unit librarians, instead of a member at large, to include perspective from a participant outside of the bargaining unit

## Law

- > The Article outlines a process for Gallagher Law Librarians which capture ABA standards and requirements
- > The application submission timeline has been moved up several months to August 1
- > The process will incorporate an external reviewer in the promotions process
- > Dual degree librarians at entry level will begin at senior assistant librarian to recognize the required professional degree





# Article 19 – Duties and Assignments (1/3)

## 19.1 (A) Job duties for Librarians

- > Core duties (approximately 80% of annual workload)
  - Permanent responsibilities
  - Temporary projects and assignments
  - Committee appointments
  - Professional development
  - Preparing documents for promotion, reappointment, and evaluations
- > Research and Service (approximately 20% of annual workload)
  - Research, publication, and scholarship endeavors
  - Professional service – including but not limited to library, university, community, and association, and related tasks and projects



## Article 19 – Duties and Assignments (2/3)

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- > 19.1 (B) Job duties for PLEs. In addition to the overall class concept, Professional Libraries and Press employees' work will include opportunities for professional development. All other work-related activities approved by their supervisor, including but not limited to committee appointments, research, service, performance-evaluation documentation, and re-classification documentation, will also be considered part of the employee's regular work.



# Article 19 – Duties and Assignments (3/3)

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**19.1 (D) Assignment of Additional Duties.** Assignment of additional duties that are expected to be ongoing may require a revision to the position description. The addition of core duties may trigger the need for reclassification, regrading, or appointment to a different position. The Employer may determine that the addition of temporary short-term duties may result in an interim appointment.

Assignment of any additional duties, either core or temporary, require a documented conversation between the employee and their supervisor to articulate: (1) the nature and expectations of the work, (2) the duration of the work; (3) how current work will be adjusted, reassigned, or reprioritized to accommodate the additional activity.



# Article 20 - Telework

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- > Bargaining unit employees may be eligible to telework in accordance with the University's Telework Policy.
- > Employees in telework eligible positions may telework when the employee's supervisor (or other designated official) evaluates the telework request and approves it. When evaluating the request, the supervisor must determine that the employee can effectively perform the job duties of the position while teleworking. If an eligible employee's teleworking request is denied, the Employer will provide the reason for denial in writing. Denial of a teleworking request is not subject to grievance.



# Article 22– Performance Evaluations

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- Performance evaluations shall be performed annually, with two (2) exceptions for Librarians
  - First, in the years Librarians are undergoing promotion/reappointment/status review, no annual evaluation is required that year
  - Second, Librarians with permanent status are only required to have written performance evaluations at least every third year
    - During years when they are not scheduled for a written evaluation, librarians may request one or supervisors may also elect to perform a written evaluation of a librarian in unscheduled years
    - During years when there is not a formal evaluation, these librarians will meet with their supervisors to discuss the previous year's accomplishments and goals for the coming year
- The Article further details the appropriate contents for a performance evaluation



# Article 39 – Health and Safety (Low Level 1/2)

If an employee is assigned to work during an anticipated event at the University and has concerns regarding their personal safety, they may discuss their concerns with their supervisor, who may approve a temporary alternative assignment during the event. If a request for a temporary alternative assignment is denied, the employee's supervisor will provide the reason for denial in writing.

If an employee experiences an unanticipated situation in which individuals or groups create a hostile or unsafe work environment, the employee may remove themselves from the situation. Employees are encouraged to immediately report any unsafe working conditions to their supervisor.



# Article 39 – Health and Safety (Escalation 2/2)

If unsafe working conditions are not resolved satisfactorily between supervisor and employee, either may involve the Union and request a decision from a Safety Officer or EH&S.

- > No other employee may do the work believed to present an imminent risk to life and safety until a risk assessment is completed by the Safety Officer or EH&S
- > If the risk assessment is completed and it is found there is no imminent hazard, the employee will be expected to perform the work
- > No employee shall be disciplined or retaliated against for reporting any such condition



# Article 41 – Transportation, Travel, and Commute Reduction

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**41.3 Flexible schedules to assist in commute trip reduction.** The Employer is encouraged to give serious consideration to employee requests for flexible schedules for commute trip reduction purposes. Individual requests for flexible scheduling may be approved by the employing official, provided that such scheduling does not interfere with the effective operation of the team and shall be dependent upon operating, business, and customer needs. Upon request, the Employer will provide the reason for denial in writing. The denial of a flexible schedule request is not subject to the Grievance Procedure.



# Article 44 – Corrective Action/Dismissal (1/3)

- The Article outlines a formal corrective action process
  - All corrective action requires just cause
  - Corrective action should be progressive in nature
  - Corrective action aims to provide a positive method for improvement rather than punitive action
  - The Employer will determine the specific step at which the process begins based on the nature and severity of the problem
  - The Employer will make clear when formal steps of the process are being conducted and will inform employees about their rights to representation
  - Coaching is not a part of the formal process. Supervisors are encouraged to attempt to resolve issues through coaching and may follow up in writing



# Article 44 – Corrective Action/Dismissal (2/3)

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## > Formal Counseling

- Includes development of a written action plan
- Prior to formal counseling, a meeting may be scheduled by the employer or requested by the employee to give the employee an opportunity to make their case before a final decision is made.

## > Final Counseling

- Includes action plan discussion and revision, when appropriate
- May include a decision-making period of 1 day of paid time away for employee to consider consequences of failure to follow the action plan



# Article 44 – Corrective Action/Dismissal (3/3)

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## > Dismissal

- Prior to dismissal, a pre-determination meeting shall be scheduled to give the employee an opportunity to make their case
- At least 5 days prior to the meeting, the employee will be informed in writing of the reasons for the contemplated dismissal
- The employee will receive written notification of the outcome of the pre-determination hearing

## > Demotion

- Demotions may be initiated by the Employer at any step of the Corrective Action process



# Article 46 – Layoff, Seniority, Rehire

## (Overview 1/4)

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- For Librarians with permanent status, layoff notice will be at least 6 months in advance of implementation, unless that much notice is not feasible because of a loss of funds
- For all other employees, layoff notice will be at least 45 calendar days in advance of implementation
- When possible, the Employer will provide more than the minimum notice
- The notice will include the employee's formal employment option
- Affected employees will receive a written summary of employee benefits during layoff, including eligibility for maintaining health insurance



# Article 46 – Layoff, Seniority, Rehire (Formal Employment Option 2/4)

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Employees placed into vacant positions as an employment option will serve a 3-month employment option trial period.

Formal employment options for PLEs and Librarians:

- > For PLEs, a funded vacant position in the same job profile in their current grade, as determined by the Employer or a funded vacant position within the same job profile series in a lower grade, as determined by the Employer
- > For Librarians, a funded vacant librarian position, as determined by the Employer
- > Employees with no formal employment option will be placed on the rehire list upon request
  - Employees who reject their formal employment option can elect to be placed on the rehire list



# Article 46 – Layoff, Seniority, Rehire (Considerations 3/4)

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When a layoff is required, the Employer may consider the following when determining which position(s) will be impacted. If possible, the Employer will end temporary appointments prior to impacting regular positions.

- > Position specific specialized skills, duties and/or responsibilities
- > Employee specific specialized skills
- > Librarian rank (Librarians only)
- > Appointment status (Librarians only)
- > Funding source

When deciding between two employees using the criteria above, all other things being equal, layoff seniority (length of calendar days with Libraries, Law, or Press) will be the determining factor



# Article 46 – Layoff, Seniority, Rehire (Rehire 4/4)

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- > The Employer will refer employees in order of length of time on the rehire list for any open positions in the bargaining unit for which the laid off employee possesses the essential skills
  
- > The Article details what happens if multiple employees have the same duration of time on the rehire list
  
- > Employees referred from the rehire list who possess the essential skills needed for a vacant position will be offered the position prior to the Employer posting for competitive recruitment
  
- > Rehire Trial Period
  - Employees placed into vacant positions from the rehire list will serve a three (3) month rehire trial period
  - During the rehire trial period either party may, at its sole discretion and without resort to the grievance procedure, initiate return to the rehire list



# Article 47 – Resignation, Abandonment, and Re-Employment

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## 47.5 Re-Employment Upon Retirement.

- > Librarians, Law Librarians and PLEs who meet the eligibility requirements for retirement may be selected by the dean to be considered for re-employment by the Employer for at most 40% of their status at the time of retirement. If an employee is interested in being considered for re-employment, they may apply at least 90 days in advance of their retirement.
- > All decisions regarding re-employment after retirement are at the sole discretion of the Employer and not subject to grievance.
- > UW Libraries Librarians who have been re-employed upon retirement are not eligible for librarian review and personnel committees or voting for reps to the Librarian Personnel Committee.





# Article 48 – Diversity, Equity, and Inclusion (DEI) and Anti-Racism (1/2)

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The Employer will promote initiatives dedicated to DEI. Employees of all employment types will be able to contribute ideas and, where appropriate, participate in planning and executing activities intended to promote DEI. Any time spent formally contributing to such activities will be considered work time.



# Article 48 – Diversity, Equity, and Inclusion (DEI) and Anti-Racism (2/2)

- > The Employer and Union may discuss DEI workshops at JLMs and may also meet quarterly to discuss goals in the Diversity Blueprint.
- > The Employer will provide training on DEI, and a summary of training results/progress will be provided to the Union upon request.
- > The Employer will provide managers and supervisors information about the UW's programs and tools elevating EDI in recruitment and hiring.
- > The Employer will provide lists of DEI trainings to the Union and make other reports available.



# Article 49 – Contracting

The University will not contract out work which results in the layoff or reduced FTE status of bargaining unit employees.

The University will provide the Union 30 calendar days' notice prior to the implementation of any contract allowed under this Article.

The University shall, upon request, meet and bargain with the Union over the effects of contracting on the bargaining unit. Contracting is also an appropriate agenda item for Joint Union Management Committee meetings.



# Article 50 – Union Activities, Rights, Stewards (Union Access 1/4)

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Union representatives may access UW premises to carry out representational activities.

- > The rep shall notify local management prior to arrival
- > The rep may meet with union employees in non-work areas during non-work time
- > No interference with assigned work or normal operations
- > The rep may inspect workplace and have minimal conversations with employees, as long as the employees don't object and as long as the conversation doesn't interfere or disturb the operation of the facility

# Article 50 – Union Activities, Rights, Stewards (Release Time 2/4)

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Stewards are employees chosen by the Union to carry out representational duties in a given area.

- > Stewards can process grievances on paid time
- > Stewards are allowed a total of 8 hours annual paid time to attend the Union's steward training program
- > When the Union requests, in advance of an investigatory meeting or grievance hearing, a second steward may be present to be trained, or to provide steward training
- > A record of steward's work time spent on grievances or other authorized union activities shall be maintained on a basis agreeable to the Union and department involved



# Article 50 – Union Activities, Rights, Stewards (Use of State Resources 3/4)

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## 50.4 Use of State Facilities, Resources, Equipment

- > Union may use UW spaces for meetings, subject to UW policy, availability, and applicable fees
- > Union delegates and members may utilize state owned equipment such as email, fax, and the internet only for the exclusive purpose of administering the CBA. Such use will:
  - Result in little or no cost to the Employer
  - Be brief in duration and frequency
  - Not interfere with official duties
  - Not distract from the business or disrupt other employees
  - Not compromise the security or integrity of state info or software
- > Upon request, space will be made available to the Union on bulletin boards
- > Employees have the right to distribute official Union materials, as long as such distribution does not interfere with work

# Article 50 – Union Activities, Rights, Stewards (Information Requests 4/4)

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The Union has the right to request and obtain information relevant to contract negotiations and the representation of their members. All requests for information should be directed to Labor Relations at [laborrel@uw.edu](mailto:laborrel@uw.edu), even if the union is asking for information from your department.

Labor Relations may reach out to you for information to satisfy an information request. In such cases, it is important to respond promptly. Failure/refusal to provide information to the union can result in Unfair Labor Practices (ULPs) filed against the UW.

# Article 59 – Management Rights

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The Employer has the right and responsibility, except as expressly modified by the CBA, to control, change, and supervise all operations and to direct and assign work to all working forces.

Examples of such rights: hiring, firing, layoff, discipline, promotion, transfer, classification, reclassification, scheduling, allocation of funds, control of equipment and property, qualifications necessary for personnel.

The Employer shall also take whatever action necessary to carry out its rights in an emergency situation.





# Article 62 – Mandatory Subjects

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- The Employer shall satisfy its collective bargaining obligations before changing a matter that is a mandatory subject (wages, hours, working conditions)
- To satisfy its bargaining obligations, the Employer must notify the Union of such changes. If the union does not request discussions or negotiations within 30 days, the Employer may implement the change.
- If the Union demands to bargain, the parties must meet within 30 days of that demand to discuss the decision and/or impacts of the change



# Article 61 – Intellectual Freedom

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The Article states in part, that the Employer recognizes librarians' and professional libraries and press employees right to academic freedom and the right to examine and communicate ideas by any lawful means, even if such activities should generate hostility or pressure against the librarians, professional libraries and press employees, or the University.

Employees' lawful exercise of their constitutionally protected freedom of association, assembly, and expression, including participation in political activities, is not a violation of duties to the University. Such lawful exercise may not result in disciplinary action or adverse evaluation of the Employee.



# Leave and Time Off

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The CBA enshrines most leaves and time offs in their current state. Refer to the CBA on the Labor Relations website for the full text of each provision:

- > **Article 23 – Holidays**
- > **Article 24 – Vacation Time Off**
- > **Article 25 – Sick Time Off**
- > **Article 26 – Washington Paid Family Medical Leave**
- > **Article 27 – Federal Family Medical Leave Act**
- > **Article 28 – Parental Leave**
- > **Article 29 – Shared Leave**
- > **Article 30 – Unpaid Holidays for Reason of Faith or Conscience**
- > **Article 31 – Civil/Jury Duty Time Off and Bereavement Time Off**
- > **Article 32 – Leave Related to Domestic Violence, Sexual Assault, or Stalking**
- > **Article 33 – Military Leave**
- > **Article 34 – Work Related Injury Leave**
- > **Article 36 – Miscellaneous Leave**
- > **Article 38 – Time off Due to Family Care Emergencies**
- > **Article 42 – Paid Professional Leave**



# Compensation Increases (1/2)

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- > The parties agreed to the following pay increases:
  - March 1, 2023; 5.25% recruitment and retention increase for PLEs
  - March 1, 2023; 5% recruitment and retention increase for Librarians
  - July 1, 2023; 4% across-the-board (ATB) increase for PLEs
  - July 1, 2023; 9.25% adjustment to PLE minimums (this impacts only future hires)
  - July 1, 2023; adjustments to Librarian minimums as outlined in Appendix I (starting at \$66k for the lowest rank with a 10% differential between ranks; higher for Law)
  - July 1, 2023; 3.5% ATB for Librarians
  - January 1, 2024; 3% ATB for all employees
  - January 1, 2025; 2% ATB for all employees



## Compensation Increases (2/2)

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The parties agreed that Librarians will receive 10% upon promotion to a higher rank and PLEs will receive a minimum of 7% upon promotion or reclassification to another SEIU 925 libraries job with a higher market range. Additionally, for limited duration rotational roles, Librarians will receive a \$300 monthly supplement.

The article details process for market rate wage adjustments, temporary pay, salary setting when moving positions and pay for Head or Director positions.

# Compensation - TPI

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**21.7** A temporary pay increase (TPI)/Temporary Salary Supplement (TPS) or administrative supplement (ADS) may be applied when employees are assigned higher-level or additional responsibilities for a limited time or assume roles that tend to transfer from person to person over time (including interim assignments). Employees assigned additional responsibility on an acting basis for a minimum of 10 work days shall receive a TPI/TPS of at least five 5% over the current salary. The pay increase will be effective the first day of working the additional duties. TPIs/TPSs shall be made in increments of 6 months and be renewed up to 12 months. Extensions beyond 12 months may be requested.

# Compensation – In-Grade Increases

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**21.13(A)** The Employer, at its discretion, may approve additional in-grade salary increases for any employee in the bargaining unit at any time, for reasons of retention, market competitiveness, internal equity (such as to address problematic salary compression or inversion), job growth (such as changes in supervisory duties), or for meritorious performance resulting in an increased level of functioning.



# Compensation – Pay for Teaching

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**21.14** In its sole discretion, the Employer may approve payment for teaching a for-credit course when the teaching is clearly in addition to the employee's regular bargaining unit duties. In addition, teaching for-credit courses requires Academic Human Resources approval in advance. The decision to permit teaching for-credit courses is a management right and not subject to the grievance process. This provision does not apply to Law Librarians; they are subject to the MOU – Gallagher Law Libraries Teaching.



## Targeted Compensation

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Effective July 1, 2023, Senior Computer Specialists 8 and 9 (in their new Union job titles) will receive a 4% recruitment and retention increase over their current salary (following the contractual July 1, 2023 across-the-board increase)

PLEs employed on January 31, 2023 will receive a lump sum payment within 90 days of January 31 (if still employed by pay date); Employees with .6 FTE and above will receive \$1,200, and employees below .6 FTE will receive \$600

# Compensation – Other

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- > CBA Appendices 1 and 2 show the minimum pay for each employee type (and job class or rank)
- > Between January 1, 2025 and May 1, 2025, the Employer will conduct a compression and inversion analysis of bargaining unit employees. The Employer will provide the Union the results of this salary survey.
- > Employees will be moved into new job profiles within 120 days of 2/1/23



# Questions?

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