

Memorandum of Understanding regarding Winter Leave/Winter Break

This Memorandum of Understanding (MoU) is entered into by and between Wright State University (“the University”) and Teamsters Local No. 957 (“the Union”) to confirm the understanding and application of the University’s newly adopted Winter Break Policy as it applies to bargaining unit members represented by the Union.

WHEREAS: Article 24 Section 6 of the current collective bargaining agreement provides that *“If the University, in its sole discretion, chooses to close during the period between the Christmas Day Holiday and the New Year’s Day Holiday, bargaining unit members shall be provided with a bank of two (2) days of Winter Leave. If the University provides additional days of Winter Leave to non-bargaining unit employees, the members of this bargaining unit will be eligible for the same number of days of leave.”*

The University, in its sole discretion, will post the classifications, including the maximum number of employees, needed to work during the Winter Break period. Should not enough employees sign up, the additional assignment roster procedures will be followed to fill remaining assignments. The University reserves the sole right as to whether or not to assign employees to work during Winter Break.

Employees who are not assigned by the University to work during the Winter Break will use the provided two (2) days of Winter Leave along with vacation, comp time and/or sick leave (if applicable and documented) to be paid for any of the days that they would have regularly been scheduled to work.

Employees who are in an unpaid leave status on the regular workday before Winter Break begins will not receive Winter Leave. However, employees who are not assigned by the University to work during the Winter Break may choose to use unpaid leave for their regularly scheduled days without any penalty or reduction of Winter Leave.

Employees who are assigned to work on any of the designated Winter Break days will be given equal time off between the first of the year and June 30th. This time must be taken in full day increments (based on FTE and regular work schedule) and is subject to the same approval process as vacation time.”

WHEREAS: The University will no longer be providing “Winter Leave” for employees due to a new Winter Break Policy that handles pay for the Winter Break through “Closure Pay.”

WHEREAS: The Parties desire for bargaining unit members who are represented by the Union to enjoy Winter Break on the same terms and conditions as unrepresented employees.

NOW THEREFORE, the following is agreed:

Effective immediately, the Parties affirm that bargaining unit members who are represented by the Union are subject to the Winter Break Policy, subject to the same terms and conditions as unrepresented employees, and that this MoU supersedes Article 24 Section 6 of the collective bargaining agreement.

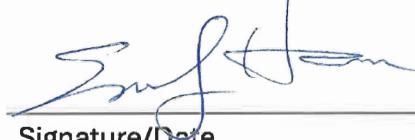
The Policy is available at <https://policy.wright.edu/policy/8440-winter-break>, and is incorporated herein by reference.

Agreed and Signed:

For Wright State University

Emily Hamman
Vice President and CHRO

Printed Name/Title


12-10-25

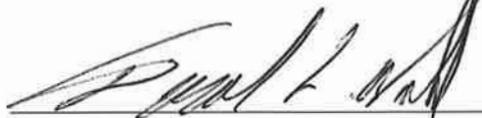
Signature/Date

For Teamsters Local No. 957

Dan Webb

Secretary-Treasurer

Printed Name/Title


via email on 12-4-25

Signature/Date