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ARTICLE 16: HOLIDAYS

16.1. Holidays.
The present holiday schedule includes the following ~~ten~~ eleven (11) days with pay.

- New Year's Day
- Martin Luther King Jr. (Third Monday of January)
- President's Day (Third Monday of February)
- Memorial Day
- Juneteenth (June 19th)
- Independence Day
- Labor Day
- Veteran's Day
- Thanksgiving Day
- Native American Heritage Day
- Christmas Day

Holidays are prorated for part-time employees.

To be paid for a holiday not worked Employees must be in pay status for at least four (4) hours on the last scheduled work shift preceding the holiday. For the purpose of this article, time spent on temporary layoff is considered time in paid status.

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

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

Full Time Employee:

A. When the holiday falls on the full time employee's regularly scheduled work day and is worked, the employee will be paid holiday premium pay (one and one half) for all hours worked. The employee will also receive eight (8) hours of holiday credit.
B. When the holiday falls on the full time employee's regularly scheduled work day and is not worked, the employee will be paid eight (8) hours at the employee's regular rate of pay. If the employees shift is more than eight (8) hours, the employee will be allowed to use compensatory time, holiday credit, vacation time off, or unpaid time off to complete the regularly scheduled work hours for the day.
C. When the holiday falls on the employee's regularly scheduled day off, the employee will receive eight (8) hours of holiday credit.

Part Time Employee:

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D. When the holiday falls on the part time employee's regularly scheduled work day and is worked, the employee will be paid holiday premium pay (one and one half) for all hours worked. The employee will also receive the prorated to full time number of hours of holiday credit.
E. When the holiday falls on the part time employee's regularly scheduled work day and is not worked, the employee will be paid the prorated to full time number of hours at the employee's regular rate of pay.

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

Holiday Credit:

A. Holiday credit will be used and scheduled by the employee in the same manner as vacation time off in Article 17. Holiday credit must be used before vacation time off unless doing so would cause the employee to exceed the two hundred eighty (280) hour vacation time off accrual limit.
B. Holiday Credit Cash Out. All holiday credit must be used by June 30th of each year. The employee's holiday credit balance will be cashed out every June 30th or when the employee leaves University employment for any reason. The employee's holiday credit balance may be cashed out when the employee:
    1. Transfers to a position in their department with different funding sources or,
    2. Transfers to a position in another department.

16.3. Personal Holiday.

A. Each employee may select one personal holiday each calendar year in accordance with the following:
    1. The employee has been continuously employed by the University for more than four (4) months;
    2. The employee has requested and been approved to take the personal holiday in accordance with Article 17 Vacation Time Off
    3. The personal holiday must be taken by the employee in one absence not to exceed the work shift on the day of the absence.
B. It is the employee's responsibility to schedule the Personal Holiday before December 31st if not requested it is forfeited.
C. Entitlement to the holiday will not lapse when it is cancelled by the Employer and cannot be rescheduled before December 31st.
D. Full-time employees shall receive eight (8) hours of regular pay for the personal holiday. Any differences between the scheduled shift for the day and eight (8) hours may be adjusted by use of compensatory time, holiday credit, vacation time off, or unpaid time off.

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E. Part-time employees shall be entitled to a pro-rated number of paid hours on a Personal Holiday based on their FTE.

Tentatively Agreed To:	
For the Union: Signed by: Becky K. Stephens 530E07D4212E4C6...	For the Employer: DocuSigned by: Catherine Scheid 9BED1964C6434D0...
Date: 9/20/2026	Date: 9/20/2026