

**Memorandum of Understanding between
Portland State University (University)
and the Portland State University Chapter
of the American Association of University Professors (Association)
July 27, 2016**

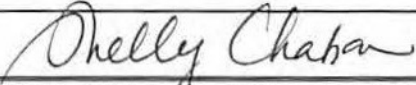

Subject: Revision of Article 32 Section 2

Recitals:

The University seeks to revise specific language of Article 32 Section 2 to better enable the implementation of Article 32 Section 2.

The Parties agree to accept the following revised language:

1. **“(b) Bargaining unit members may enroll in the Sick Leave Bank following ratification and at such times as employees are generally permitted to make or change employee benefit selections, including at the beginning of employment, during the annual open enrollment period, or due to a qualifying life event. New bargaining unit members will be provided information regarding the Sick Leave Bank at the time that they are provided other information regarding employee benefits. Bargaining unit members may also enroll in the Sick Leave Bank at any time that there is a call for donations as provided in paragraph g (3) below.”**
2. **“(f) Sick time will be withdrawn from participating bargaining unit members’ accrued sick leave and charged to a donating member’s department as follows:**
 1. **At the end of any call for the donation of sick hours made as provided in paragraph g (3) below, all participating bargaining unit members will be randomly assigned a number, starting with 1 and continuing until all donors have been assigned a number. Members who enroll in the Sick Leave Bank at any time other than during a call for donated hours will be assigned the next available number in order of enrollment. Sick leave will be withdrawn from participating member’s accrued sick leave and charged to the donating member’s department at the donating member’s hourly rate of pay, plus OPE. These funds will accrue to the Donated Sick Leave Bank to be used when needed as per Section 2 (e).**
 2. **Sick leave will be withdrawn from participating member’s accrued sick leave and used in the sequential order of the randomly assigned numbers, as needed to provide paid sick leave to other members who have been approved to use sick leave from the Sick Leave Bank. Used sick hours will be charged to the donating member’s department at the donating member’s regular hourly rate of pay during the month that such hours are actually used. Donated Sick Leave Bank funds must not be used for any other purpose than those allowed in Article 32 Section 2.**
 3. **If a donor retires or ceases to be an employee, the member’s number will be removed from the sequence of donating members and his or her donated sick hours will no longer be available for use. Any balance of unused Donated Sick Leave Bank funds at the end of each fiscal year will roll over to the subsequent year’s Donated Sick Leave Bank.**

<u>For the University</u>	<u>For the Association</u>
 _____ Shelly Chabon, Associate Provost for Academic Personnel and Leadership Development	 _____ David Hansen, VP of Collective Bargaining
<u>7/27/16</u> Date	<u>July 27, 2016</u> Date