

EDINBORO UNIVERSITY OF PENNSYLVANIA

DEFERRAL OF STAFF HOLIDAYS-Policy No. G008

Supersedes Policy No. G008, Dated 9/12/89 and 9/29/92

Recommended for Approval By Richard E. Morley, Vice President for Financial Operations & Administration

Approved By Foster F. Diebold, President on July 26, 1995

Review Date: As Required

INTENT

It is the intent of Edinboro University to provide the best possible services to its students and to meet the requirements for paid holidays in the various collective bargaining agreements to which it is a party. Therefore, the following policy is established to satisfy both commitments.

POLICY

Annually, and in accordance with provisions of the various collective bargaining agreements in force at Edinboro University, union representatives of each bargaining unit will be invited to meet with representatives of Management to identify a schedule of deferred holidays. The Deferred Holiday meeting will be scheduled by the Associate Vice President of Human Resources and Social Equity. The schedule will provide for staffing of offices and provision of services on holidays when classes are in session, with the exception of Saturdays and Sundays. This schedule will be presented to the President for final approval and distributed appropriately through the Vice Presidents.

This policy does not, in any way, preclude the rights of University management to schedule work at any time, seven days a week, regardless of holiday schedule, when work is required, and in accordance with provisions of all current collective bargaining agreements applicable to Edinboro University of Pennsylvania, which are in force between employee organizations, properly certified as employee representatives, and (1) the Commonwealth of Pennsylvania or (2) the State System of Higher Education.