

University of Maryland College Park
And
AFSCME Council 3 and Local 1072
Exempt Employee Unit
Side Letter #9 to the Memorandum of Understanding

Temporary Exception to Annual Leave "Carryover" Limit through Calendar Year 2022

The University acknowledges the unique circumstances faced by staff due to the continuing COVID-19 pandemic, including the potential difficulty certain staff may have experienced in utilizing accrued annual leave during calendar year 2020. In consideration of these circumstances, AFSCME and the University agree as follows:

1. AFSCME accepts the UMCP plan to implement the 2020 University System of Maryland temporary exception to BOR VII-7.00-Policy on Annual Leave for Regular Nonexempt and Exempt Staff Employees ("temporary exception").
2. AFSCME accepts that the temporary exception, in its entirety, shall apply to all exempt bargaining unit employees at UMCP.
3. The temporary exception pertains to the number of hours of accrued annual leave that may be carried into a new calendar year.
4. The temporary exception will be effective through the final pay period beginning in calendar year 2022.
5. The temporary exception permits a maximum of 480 hours (60 workdays of 8 hours each) of annual leave to be carried into a new calendar year by all regular full-time employees so long as the following conditions are met:
 - Employees who separate from the University System of Maryland will not be entitled to compensation for any unused portion of the hours of additional annual leave in excess of 400 that were carried over under this exception to current policy.
 - Likewise, any unused portion of the additional 80 hours will not be transferred to a state agency or university outside the University System of Maryland if an employee transfers to such state agency or university.
 - The 480 maximum hours will be pro-rated for leave-eligible, part-time employees working 50% or more.
6. The University further agrees to communicate with supervisors and managers campus-wide to encourage the approval of requests for use of annual leave consistent with operational and business needs.

For AFSCME

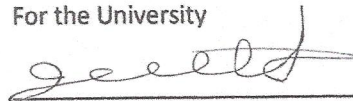


Stuart Katzenberg
Director of Collective Bargaining and
Growth Strategies, AFSCME Maryland
Council 3

11/20/20

Date

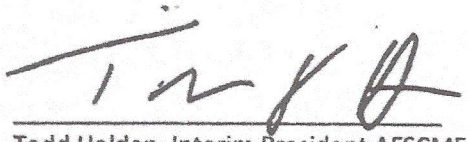
For the University



Jewel Washington, Asst VP of Human Resources

11/23/20

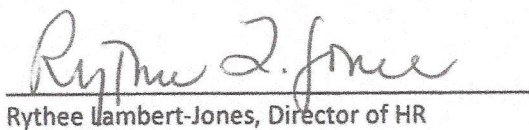
Date



Todd Holden, Interim President AFSCME
Local 1072

November 20, 2020

Date



Rythee Lambert-Jones, Director of HR

11/23/20

Date

**University of Maryland College Park
And
AFSCME Council 3 and Local 1072
Nonexempt Employee Unit
Side Letter #11 to the Memorandum of Understanding**

Temporary Exception to Annual Leave "Carryover" Limit through Calendar Year 2022

The University acknowledges the unique circumstances faced by staff due to the continuing COVID-19 pandemic, including the potential difficulty certain staff may have experienced in utilizing accrued annual leave during calendar year 2020. In consideration of these circumstances, AFSCME and the University agree as follows:

1. AFSCME accepts the UMCP plan to implement the 2020 University System of Maryland temporary exception to BOR VII-7.00-Policy on Annual Leave for Regular Nonexempt and Exempt Staff Employees ("temporary exception").
2. AFSCME accepts that the temporary exception, in its entirety, shall apply to all non-exempt bargaining unit employees at UMCP.
3. The temporary exception pertains to the number of hours of accrued annual leave that may be carried into a new calendar year.
4. The temporary exception will be effective through the final pay period beginning in calendar year 2022.
5. The temporary exception permits a maximum of 480 hours (60 workdays of 8 hours each) of annual leave to be carried into a new calendar year by all regular full-time employees so long as the following conditions are met:
 - Employees who separate from the University System of Maryland will not be entitled to compensation for any unused portion of the hours of additional annual leave in excess of 400 that were carried over under this exception to current policy.
 - Likewise, any unused portion of the additional 80 hours will not be transferred to a state agency or university outside the University System of Maryland if an employee transfers to such state agency or university.
 - The 480 maximum hours will be pro-rated for leave-eligible, part-time employees working 50% or more.
6. The University further agrees to communicate with supervisors and managers campus-wide to encourage the approval of requests for use of annual leave consistent with operational and business needs.

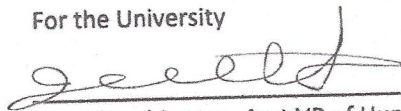
For AFSCME



Stuart Katzenberg
Director of Collective Bargaining and
Growth Strategies, AFSCME Maryland
Council 3

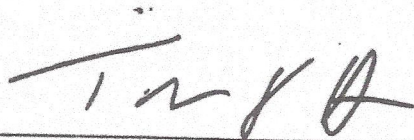
11/20/20
Date

For the University



Jewel Washington, Asst VP of Human Resources

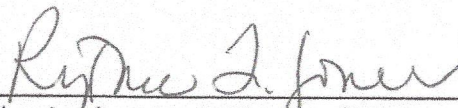
11/23/20
Date



Todd Holden, Interim President AFSCME
Local 1072

November 20, 2020

Date



Rythee Lambert-Jones, Director of HR

11/23/20

Date