

**LETTER OF AGREEMENT
BY AND BETWEEN
CENTRAL MICHIGAN UNIVERSITY
AND
CMU SUPERVISORY-TECHNICAL ASSOCIATION, MEA-NEA**

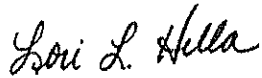
Central Michigan University ("CMU") and CMU Supervisory-Technical Association, MEA-NEA ("Union") are parties to a collective bargaining agreement ("Agreement") expiring June 30, 2026.

1. Current terms of the Agreement govern paid leave availability for, and use by, bargaining unit members.
2. CMU intends to provide bargaining unit members one additional day of paid leave to be used either: Friday October 8, Monday October 11 or Tuesday October 12 in order to be used in proximity to the Fall Break included in the 2021 academic calendar, or to be used at another time as agreed upon between the employee and supervisor.
3. For purposes of effectuating the provision of one additional paid leave day for bargaining unit members, the Parties agree:
 - a. Bargaining unit members shall work with their direct supervisor to ensure their use of the additional paid leave day is tracked outside of the TimeClock Plus system.
 - b. The additional day of paid leave shall be for the regular work schedule of the receiving bargaining unit member. For example, if the normal work shift for the receiving bargaining unit member is 8 hours, the bargaining unit member will receive one additional 8 hour paid leave days. However, if the normal work shift for the receiving bargaining unit member is 4 hours, the bargaining unit member will receive one additional 4 hour paid leave days, and so on depending upon shift length.
 - c. Bargaining unit members must secure advanced approval of their direct supervisor to use the additional paid leave day.
 - d. Supervisors shall not unreasonably deny a bargaining unit member's request for the use of the additional paid leave day.
 - e. Bargaining unit members must use the additional paid leave day in full day increments and may not use the additional paid leave day in increments less than a full day (i.e. full day is as described in paragraph 3.b. above).
 - f. Bargaining unit members who are already scheduled for a paid absence for the dates above may either remove a day of recorded paid time from TimeClock Plus or work with their supervisor to identify an alternate date to use the additional paid time described in #2, above.
4. Bargaining unit members will not receive any cash payout for the additional paid leave day that goes unused.

This agreement is entered into in good faith by all parties and will not otherwise serve to amend or modify existing terms and conditions of the Agreement.

AGREED TO AND ACCEPTED THIS ____ DAY OF October 2021:

FOR THE UNIVERSITY:



Lori Hella
Associate Vice President/
Human Resources

FOR THE UNION:



Mark Blackmer, Interim President
CMU Supervisory-Technical Association
MEA-NEA