



**MEMORANDUM OF UNDERSTANDING**

**SSU/SEA Collective Bargaining Agreement 2015-2018**

**Re: Timely availability of Vacation for Academic Program Directors and Graduate Program Directors**

WHEREAS, Academic Program Directors' and Graduate Program Directors' supplemental contracts typically have a start date in May prior to the beginning of each academic year; and

WHEREAS, ARTICLE 13 Section 4 G and Section 5 J. specifies that vacation will be provided at the beginning of the fall semester: and

WHEREAS, both parties agree that the intention is for vacation time to be available to Chairpersons upon the execution of their supplemental contracts as specified herein;

THEREFORE, BE IT RESOLVED that the parties agree to the following modification to ARTICLE 13:

Sections 4G

- ~~At the beginning of the Fall Semester,~~ Academic Program Directors will be provided eighty (80) hours of available leave time upon execution of the chairperson supplemental contract to be available for the 12-month (May - April) contract period (prorated if appointment is mid-year).

Section 5 J:

- ~~At the beginning of the Fall Semester,~~ Graduate Program Directors will be provided eighty (80) hours of available leave time upon execution of the chairperson supplemental contract to be available for the 12-month (May - April) contract period (prorated if appointment is mid-year).

Rick S. Kurtz 7/31/17

For the University:

Rick Kurtz, Ph.D. (date)

President, Shawnee State University

Eugene H. Burns, Jr. 7/28/17

For the Association:

Eugene Burns, Ph.D. (date)

President, Shawnee Education Association