

MONTCLAIR STATE UNIVERSITY
AND
LOCAL 1904 AFT/AFL-CIO
HOLIDAY WORK AND THE ACADEMIC CALENDAR
2012-2015

Professional Staff and Librarians

1. Unless the Legislature or Governor acts to declare the Friday after Thanksgiving as a State holiday during the period December 2011-January 2016, during this period, the University will be closed the day after Thanksgiving and between Christmas and New Year's. In 2012, MSU will be closed from December 24th through January 1st. Employees will therefore be required to cover (6) work days. The same number of work days will need to be covered in 2014. In 2013 and 2015, employees will be required to cover five (5) days. In order to cover the five or six requisite days in each years of this agreement, all AFT Unit professional staff and librarians shall work at least two (2) of the following holidays: Columbus Day, Election Day, Veterans' Day, and Presidents' Day and Martin Luther King Jr. Day for Library employees.
2. To cover the additional days in each year of this Agreement that the University is closed, Unit members covered by this Agreement may exercise any of the rights they currently have under the Statewide Agreement including working additional holidays or applying other appropriate earned leave balances exclusive of sick leave.
3. Each Unit professional staff member and librarian will meet with his/her supervisor to agree on which of the holidays he/she will work per #1 above and whether the professional staff member/librarian will exercise the option of taking appropriate earned leave balances exclusive of sick leave or work additional holidays per #2 above, as required.
4. In unusual circumstances, where none of the options presented above are adequate, Unit professional staff members and librarians will work with their supervisors and the Vice President for Human Resources to work out a suitable arrangement on a case by case basis.
5. Requests as to how the work days will be handled as set forth above shall not be unreasonably denied. Disagreements shall be decided by the next highest level of supervision, or, if necessary, by the President's designee in consultation with the Union's designee.


Local 1904 – AFT AFL-CIO

11/13/2012
Date


Montclair State University

Nov. 13, 2012
Date

Appendix 1

Calendar Year 2012 (including New Year's Day)

Holidays: December 25, 2012 and January 1, 2013

Winter Closing: December 24, 26, 27, 28 and 31 (Five (5) days)

Calendar Year 2013 (including New Year's Day)

Holidays: December 25, 2013 and January 1, 2014

Winter Closing: December 26, 27, 30 and 31 (Four (4) days)

Calendar Year 2014 (including New Year's Day)

Holidays: December 25, 2014 and January 1, 2015

Winter Closing: December 26, 29, 30, 31, and January 2, 2015 (Five (5) days)

Calendar Year 2015 (including New Year's Day)

Holidays: December 25, 2015 and January 1, 2016

Winter Closing: December 28, 29, 30, and 31 (Four (4) days)

***According to State of New Jersey Administrative Code Title 4A: 6-2.4 (c) Holidays: State Service, "[w]hen an authorized State holiday falls on a Saturday, the preceding Friday shall be observed as the holiday."**