

Memorandum of Understanding

Between

The University of Victoria

And

The University of Victoria Faculty Association

Re: Library Leave Tracking.

Whereas under the Collective Agreement, Article 52.6-52.14, the terms and conditions for Librarian vacation and holidays is set out

And whereas the Parties wish, on the terms below, to make modifications to the language that will allow Librarians to be placed onto the University's Leave tracking system

The parties hereby agree that:

The language shall be changed to the following:

52.6 The basic vacation entitlement for a Member with Regular Librarian Appointment is:

- ~~a) 22 working days in the first through the fifth year of continuous service; and~~
- ~~b) 25 working days in the sixth year of continuous service and thereafter.~~
 - a) 22 working days for years 1 through 5, with the first year prorated.
 - b) 25 working days for years 6 and thereafter.

52.7 These entitlements will be prorated for appointments of less than 1 FTE.

52.8 The number of vacation days for which a Librarian is eligible will be accrued monthly from January 1 of each calendar year and be pro-rated for part-year service. *Librarian annual vacation entitlements are available at the start of the calendar year. During their first partial year of employment a new Librarian will receive their vacation entitlement on a pro-rated basis based upon the date employment begins.* ~~Entitlements will increase on Librarians' fifth anniversary date.~~ The accrued total at the end of a calendar year (less any vacation days taken during the calendar year) will be carried forward to the next calendar year.

52.9 Basic vacation entitlement will be taken by December 31 of the year following the year in which it was earned unless otherwise agreed.

52.10 The University recognizes long service of Librarians with Regular Appointment with supplementary vacation entitlements, to be granted once in each five-year period after becoming eligible as follows:

- a) after ten (10) years, five (5) working days;
- b) after fifteen (15) years, ten (10) working days;
- c) after twenty (20) years, fifteen (15) working days; and d) after twenty-five (25) years and every five (5) years thereafter, twenty (20) working days.

52.11 Long service vacation must be used within five years after it is awarded, and if not used during that period, it will be forfeited.

52.12 Librarians will schedule their vacations after consultation with and approval by their supervisors, who will ensure that an annual vacation record for each Librarian is maintained.

52.13 Vacation may not be taken in such a way as to interfere with scheduled Professional Responsibilities.

52.14 In addition to paid vacation, the following holidays shall be granted on the day on which the holiday occurs or is celebrated by the University: any day declared as a holiday by the President or as a statutory holiday by the federal or provincial authorities, and any other day on which the University premises are declared closed by the President or Vice-President Academic and Provost.

SIGNED this __10th__ day of _____September_____ 2024



Dr. Lynne Marks

President, Faculty Association



Pamela Richards

Executive Director, Faculty Relations

University of Victoria