Red text = New Union language
Underlined text = Accepted language from Corporation Proposal October 19th, 2026
This article is part of a package that includes:

1. Compensation (November 6th, 2026)
2. Family Benefits (October 19th, 2026)
3. Retirement (October 19th, 2026)
4. Paid Leaves (November 6th, 2026)
5. Professional Development (November 6th, 2026)
6. Retiree Benefits (November 6th, 2026)
7. Housing (October 19th, 2026)

ARTICLE XX.
PAID LEAVES

Section A. Paid Leaves

1. Vacation: Vacation time is available to Professional Staff Employees, to Research Employees, and to Instructional Employees on 12-month appointments only. Vacation time is not available to other members of the bargaining unit.

    a. Full-time Professional Staff Employees, Research Employees and Instructional Employees on 12-month appointments receive 20 days of vacation per year accrued at a rate of 1-2/3 proportional to their assigned FTE days per month. Part-time Employees accrue vacation at a rate pro

    b. Professional Staff Employees may carry over unused vacation days into the next calendar year, with a thirty (30) day maximum for those with less than five (5) years of service and a forty (40) day maximum for those with at least five (5) years of service, unless prohibited by a grant.

    c. Research Employees and Instructional Employees on 12-month appointments may carry over unused vacation days into the next calendar year, with a maximum of 20 days. As the carry over provision is a new benefit for Research Employees and Instructional Employees on 12-month appointments, accrual of vacation days for Research Employees and Instructional Employees on 12-month appointments shall begin with the 2026-27 academic year. Unused vacation days from prior years shall not be included in the accrual of sick days for Research Employees and Instructional Employees on 12-month appointments.

    d. Generally, no vacation may be taken until a minimum of 90 days of continuous service has been completed.

    e. 12-month Instructional Employees may not take vacation during periods when classes are in session.

    f. Employees are expected to seek and obtain prior approval from their supervisor before using vacation time. Such approvals shall not be arbitrarily denied.

g. Generally, any vacation requests immediately prior to an Employee's last day of employment are discouraged and should be reviewed with Human Resources.

h. In the event of retirement or termination of their employment, Employees are entitled to be paid for accrued but unused vacation time.

2. Personal Days

a. Personal Days are available to Professional Staff Employees, Research Employees, and to Instructional Employees on 12-month appointments only.

b. Professional Staff Employees and Research Employees only shall be granted three (3) personal days effective January 1 of each calendar year. Employees who are hired during the calendar years shall be granted personal days on a prorated basis according to their date of hire as follows:

-- Employees hired before April 1 will receive three (3) personal days for the calendar year.
-- Employees hired between April 1 and June 30 will receive two (2) personal days.
-- Employees hired between July 1 and September 30 will receive one (1) personal day.
-- Employees hired October 1 or after will receive no personal days until the next calendar year.

c. Personal days are intended to provide flexibility to staff by allowing paid time away from work to attend to short-term personal needs, such as attending a family member's school activities or addressing home repairs. Where the need to take personal time is foreseeable, Employees are expected to seek and obtain prior approval from their supervisor for personal time off. Such approvals shall not be arbitrarily denied. Generally, personal time may not be used consecutively. Personal time is not intended to extend vacation or holiday time off. Unused personal days do not carry over from year to year, and Employees leaving the University will not be paid for unused personal days. Normally, new Employees must complete the orientation and review period before using any personal days.

3. Court Service

Any Employee will be excused and receive regular pay while serving on jury duty. Any Employee will be given time off with pay if they are required to appear in court as a witness but is not a party to the action. It is expected that the Employee will be at work for any days or parts of days that are not required for court attendance. If an Employee is a party to the action, the time off should be charged to accrued vacation

time or personal days or the time may be taken off without pay; the time off cannot be charged to sick time.

4. Bereavement

   a. All Employees may be absent without loss of pay or benefits for up to three (3) days when called for by a death in the immediate family or household or following a miscarriage, failed surrogacy, adoption or fertility treatment.

      In circumstances of logistical difficulty or severe emotional distress or religious observance, a longer paid absence (up to seven (7) days) may be appropriate. Such requests for a longer paid absence will not be unreasonably denied.

   b. For purposes of this provision only, immediate family includes: the Employee's spouse or partner, children (including stepchildren), grandchildren, children-in-law, parents (including step-parents), grandparents, parents-in –law, siblings (including step-siblings) and siblings-in-law, chosen family members, and household includes individuals regularly sharing the Employee's residence.

5. Short-Term Disability

   a. Short-Term Disability ("STD") is available only for Professional Staff Employees and Postdoctoral Research Employees. Other Employees covered by this contract are not eligible for STD. STD is provided for as outlined in the STD overview.

   b. Professional Staff Employees and Postdoctoral Research Employees are eligible for up to 26 weeks of Short-Term Disability (STD) benefits per year paid at 100% of salary during periods in which Employees are unable to perform the material and substantial duties of their job due to an injury or illness. Employees must be out of work for seven calendar days, which is the STD waiting period. STD benefits generally begin after this one week waiting period (which can be paid with accrued sick, personal, or vacation days).

   c. STD leave for a birthing parent is eight (8) weeks and begins immediately with no waiting period. Such leave may be extended in particular circumstances if there is medical documentation supporting continued disability.

6. Family and Medical Leave

   a. The Corporation ~~University~~ has several plans covering Family and Medical Leave that differ by classification and school. Such plans that are in effect upon ratification may be modified in the Corporation's ~~University's~~ discretion during the life of the Agreement. The Corporation ~~University~~ complies with federal, state, and local laws governing family and medical leave. Such plans shall include minimally, leave paid at 100% for the following reasons:

i. Employees may take up to 26 weeks of Medical Leave due to their own serious health condition that prevents them from performing the essential functions of their job.

ii. Medical leave for a birthing parent is eight (8) weeks and begins immediately with no waiting period. Such leave may be extended in particular circumstances if there is medical documentation supporting continued disability.

iii. A pregnant Employee may elect to cease work two weeks prior to their due date without medical certification. If the baby is not born by the due date, this leave shall continue until the date of the baby's birth.

iv. Up to 15 weeks to bond with a child during the first 12 months after the child's birth, adoption, or foster placement.

v. Up to 26 weeks to provide care to a family member who is a covered service member (qualified members of the Armed Forces).

vi. Up to 12 weeks because of any qualifying exigency arising out of the fact that a family member is on active duty or has been notified of an impending call or order to active duty in the Armed Forces.

vii. Up to 12 weeks to care for a family member with a serious health condition.

7. Military Service: The Corporation ~~University~~ shall comply with any applicable state and federal laws governing military service and leaves. A regular Employee who is required to participate in two weeks annual training as part of a military service program will be paid the difference between their regular salary and the pay they receive for the reserve training.

8. Leave for Victims of Abusive Behavior: The Corporation~~University~~ shall comply with Massachusetts law governing Domestic Violence Leave. ~~Leave taken pursuant to this policy is unpaid; however, e~~Employees may choose to use accrued sick leave while taking leave under this policy. If an ~~e~~Employee does not have sufficient accrued sick leave to cover the entire duration of a leave under this policy, then they shall be paid at 100% of salary for the remainder of the leave. ~~the employee may choose to use vacation or personal days that they may have while taking domestic violence leave~~.

9. In the event a benefits-eligible PTO-eligible Employee moves to a new benefits-eligible PTO-eligible position covered by this contract their accrued PTO shall be maintained.

Section B. Holidays

a. Employees are entitled to all paid holidays recognized by the University including Winter Recess. Each year, the University shall determine the exact date of each holiday for the upcoming year. Employees shall not be expected to work during these holidays. University Holidays for which employees receive paid time off are:

b. New Year's Day

c. Martin Luther King, Jr.'s Birthday (3rd Monday in January)

d. Presidents' Day (3rd Monday in February)

e. Memorial Day (Last Monday in May)

f. Juneteenth

g. Independence Day

h. Labor Day (1st Monday in September)

i. Indigenous People's Day (2nd Monday in October)

j. Veteran's Day

k. Thanksgiving (4th Thursday in November)

l. Friday after Thanksgiving

m. One-half of the working day before Christmas

n. Christmas Day

2. Because classes are typically scheduled to occur on Presidents' Day and Veterans Day, Instructional Employees are expected to work on one or both of those days depending on their teaching schedule, and other Employees may be required to work on one or both days by their supervisor.

3. Employees are entitled to time off for Winter Recess as determined by the University schedule.

4. If an Employee is required to work on a paid holiday by their supervisor, the Employee will be entitled to an alternate day(s) off to be used on a date to be agreed upon with their supervisor.

5. The Corporation ~~University~~ recognizes that there are religious and cultural holidays and observances that are not currently University holidays. Where appropriate, Employees shall provide their supervisor with reasonable advance notice of their taking paid time off to observe a religious or cultural holiday. Supervisors shall work with Employees to appropriately cover work duties prior to time off. The Employee may choose to have time off charged to vacation or personal time if available or taken without pay.

Section C: Sick Leave

1. Professional Staff Employees and Research Employees accrue 12 sick days a year and in accordance with University policy.

2. Unused sick days can be carried forward by Professional Staff and Research Employees over subsequent years and will move with employees to any new and subsequent sick-time eligible appointments up to a maximum of 130 days. As the carry over provision is a new benefit for Research Employees, accrual of sick days for Research Employees shall begin with the 2026-27 academic year. Unused sick days from prior years shall not be included in the accrual of sick days for Research Employees.

3. Eligible Employees will accrue sick days at a rate of one (1) day a month during the length of their employment. New employees shall be eligible for 7.5 sick days immediately at time of hire, and shall accrue sick days at the regular rate starting in their 6-month of employment. Part-time Employees shall have their sick day calculated on a pro-rata basis. (e.g. A sick day for a part-time Employee who regularly works four hours a day shall be four hours of sick time.)

4. Sick days may be used for sick members of the household or family.

5. Employees are eligible to use their sick days ~~at their own discretion~~ provided that they inform their supervisor of their use as soon as possible.

6. Employees who are re-employed after a separation from employment of less than one (1) year shall have all sick time from prior service reinstated.

7. Employees are not entitled to payment for any unused sick days upon their cessation of employment at the University.

Section D: Teaching Faculty Leave

1. Unless such work is stipulated explicitly at time of hire or reappointment and properly reckoned an appropriate proportion of an Employee's workload in accordance with ARTICLE XX: WORKLOADS, Instructional Employees on 9-month appointments shall not be expected to work between Commencement and the date ~~two~~ three (3) weeks before the first day of Fall classes, except for responding to routine email communication from their department chair, program director or Dean. Instructional Employees on

10-month appointments shall be notified at time of appointment which additional month they are expected to work.

2. While teaching faculty are ordinarily expected to be available throughout the semester and are not eligible for vacation time during this period, the parties recognize their extenuating circumstances necessitating short-term absences during the semester. For an absence of more than one week, or for one week or less where the absence will require some reduction or change in scheduled instruction, teaching faculty should first consult with their Department Chair or direct supervisor. When requesting such leaves, it is incumbent on faculty members to consider their academic responsibilities and to ensure that they continue to be met. Before authorizing the absence, the supervisor should be satisfied that the reason for absence, whether personal or professional, is sufficiently compelling and that all teaching and other departmental responsibilities are appropriately covered. If the absence is for one week or less, no further approval is required. If a period longer than one week is necessary, the faculty member submits requests to the associate dean for their division or School. Short-term absences shall not be denied arbitrarily.

   This section does not apply to 12-month Instructional Employees who do receive vacation time.