

Montclair State University

And

AFT Local 1904, AFL-CIO

Modified Work Schedule – Summer Season 2021

1. All Professional Staff and Librarians who are assigned a 35-hour work week shall be eligible to work an extended day/four-day schedule for the weeks specified in the Appendix (attached) during the months of June, July and August 2021, ("Summer Work Schedule"). The Summer Work Schedule will not be followed during the weeks which include the July 4th holiday and the Juneteenth holiday, respectively. All personnel shall follow their normal work schedules during those weeks.
2. Provided that an employee meets the requirement of a 35-hour workweek, there will be two (2) options for work hours during this period: 1) 8:00 a.m. to 5:30 p.m.; or 2) 7:30 a.m. to 5:00 p.m. Both options include the forty-five (45) minute lunch break.
3. Each employee shall communicate his/her preferred Summer Work Schedule option to his/her supervisor and gain approval prior to the commencement of the Summer Work Schedule. The supervisor will work with all affected employees in the unit to reach a mutually satisfactory schedule which meets the operational needs of the unit. Whichever Summer Work Schedule option is determined, the employee will follow that option for the duration of the 2021 Summer Work Schedule.
4. The Summer Work Schedule shall be Monday through Thursday. Exceptions to the Summer Work Schedule will be in effect where operational need requires such exceptions. Specific modifications will provide for staggering the schedule to be either Monday through Thursday, or Tuesday through Friday, or by other arrangement between management and the employee(s). Sprague Library is an unusual five-day per week schedule with coverage Monday through Thursday and Saturday. As in prior years, coverage for Sprague Library will be handled consistent with past practice.
5. Sick leave, vacation days and personal days shall be charged at the rate of 1¼ days (8.75 hours), per day of absence for those on the Summer Work Schedule.
6. All other terms and conditions contained within the Contract between the State of New Jersey and the Council of New Jersey State College Locals, AFT, AFL-CIO remain in effect.
7. The term of this Agreement shall be in effect June 7, 2021 through August 13, 2021.

David L. Vernon, VP for Human Resources
Montclair State University

May 5, 2021
Date

Alexander Sperling

AFT, Local 1904

April 23, 2021

Date

ADT April 23, 2021

Appendix
2021 - Weekly Summer Work Schedule

Week of:

June 14 – Regular Work Schedule (Monday – Thursday) as Friday, June 18th is an observed Holiday.
June 7, 21, 28

July 5 – Regular Work Schedule (Tuesday – Friday) as Monday, July 5th is an observed Holiday.
July 12, 19, 26

August 2, 9