

MICHIGAN STATE UNIVERSITY

Letter of Agreement
Between
Michigan State University, the Employer
And
Administrative Professional Association, the Union

RE: Division of Student Life and Engagement Additional Staffing Needs

Due to the unusual staffing patterns anticipated to fully staff the division of Student Life and Engagement for the Fall 2022 semester, the University and Union have agreed to the following to address the extraordinary need beginning September 2, 2022:

1. For the period from September 2, 2022, to September 30, 2022, Student Life and Engagement employees at grade level APA 12 or above who work additional hours will accrue compensatory time off equal to the number of overtime hours worked subject to the restrictions outlined in Paragraph 2 below.
2. These employees may use the accrued compensatory time until September 14, 2022. All unused accrued compensatory remaining in the employee's comp time bank after September 14, 2022, will be paid in the following payroll period after the expiration of this LOA.
3. This Agreement can only be extended by mutual written agreement.
4. This Agreement does not set precedent for any future agreement or practice of the parties.



Human Resources

Employee Relations

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48823-5239

517-353-5510
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FOR THE EMPLOYER

A handwritten signature in black ink, appearing to read "Richard W. Fanning, Jr.", written over a horizontal line.

Richard W. Fanning, Jr.,
Director
Office of Employee Relations

Date: _____

9/2/2022

FOR THE UNION

A handwritten signature in black ink, appearing to read "Martin E. McDonough", written over a horizontal line.

Martin E. McDonough
Chairperson
Administrative Professional
Association

Date: _____

9/2/22