

1 **18.3 Witness/Subpoena**

2 Employees will promptly inform the Employer when they receive a subpoena. A
3 subpoenaed employee will receive paid leave to appear as a witness in court or an
4 administrative hearing during scheduled work time, except as provided in
5 Subsection 40.4 A.1.a, which may impact their work schedule, unless they:

6 A. Are a party to the matter and are not represented by the Attorney General's
7 Office of the State of Washington, or

8 B. Have an economic interest in the matter.

9 Nothing in this Section will preclude an employee from receiving pay to appear in
10 court or an administrative hearing on behalf of the Employer.

11 **18.4 Interviews**

12 A. Positions with the Employee's College

13 Paid leave will be granted for the purposes of taking an examination or
14 interviewing for positions with the employee's college. Employee-
15 requested schedule changes may be granted in accordance with Article 7,
16 Hours of Work, when taking an examination or interviewing.

17 B. Positions with the Community College District, other State Higher
18 Education Institutions or State Agencies

19 With prior notice, paid leave of up to four (4) hours per fiscal year will be
20 granted for travel, taking an examination and interviews with the
21 community college district, other state higher education institutions or state
22 agencies provided the absence of the employee does not create significant
23 or unusual coverage issues. Employee-requested schedule changes may be
24 granted in accordance with Article 7, Hours of Work, when traveling, taking
25 an examination or interviewing.

1 **18.5 Military Leave**

2 In accordance with RCW 38.40.060, employees will be entitled to military leave
3 with pay not to exceed twenty-one (21) working days during each year, beginning
4 October 1st and ending the following September 30th, in order to report for required
5 military duty, training or drills including those in the National Guard or state active
6 status. Military leave will be in addition to any vacation or sick leave to which the
7 employee might otherwise be entitled and will not involve any loss of privileges or
8 pay. An employee will only be charged military leave for days that they are
9 scheduled to work.

10 **18.6 Life-Giving Procedures, Blood Platelet and Fluid Donations**

11 A. When approved, employees will be granted paid leave, not to exceed five
12 (5)thirty (30) days in a two (2) year period, as needed for the purpose of
13 participating in life-giving procedures. Such leave shall not be charged against sick
14 leave or annual leave, and use of leave without pay is not required. -A “life-giving
15 procedure” is defined as a medically-supervised procedure involving the testing,
16 sampling, or donation of blood, platelets, organs, fluids, tissues, and other human
17 body components for the purposes of donation, without compensation, to a person
18 or organization for medically necessary treatments. “Life-giving procedure” does
19 not include the donation of blood or plasma. Employees will provide reasonable
20 advance notice before taking such leave and will provide written proof from an
21 accredited medical institution, physician or other medical professional that the
22 employee participated in a life-giving procedure. Colleges/districts may take into
23 account program and staffing replacement requirements in the scheduling of leave
24 for life-giving procedures.

25 B. When approved, employees will receive paid leave, not to exceed five (5)
26 working days in a two (2) year period, for the donation of blood platelets
27 or fluids to a person or organization for medically necessary treatments.
28 The Employer may approve additional days through the use of accrued
29 paid leave. Employees will provide reasonable advance notice and written
30 proof from an accredited medical institution, physician or other medical

1 professional that the employee participated in the donation procedure.
2 Colleges may take into account program and staffing replacement
3 requirements in the scheduling of leave for these donations.
4

5 **18.7 Personal Leave**

6 A. An employee may choose two (2) workdays as personal leave days each
7 fiscal year during the life of this Agreement if the employee has been
8 continuously employed by the college/district for more than four (4)
9 months.

10 B. The college/district will release the employee from work on the day selected
11 for personal leave if:

12 1. The employee has given at least fourteen (14) calendar days' written
13 notice to the supervisor. However, the supervisor has the discretion
14 to allow a shorter notice period.

15 2. The number of employees choosing a specific day off allows a
16 college/district to continue its work efficiently and not incur
17 overtime.

18 3. The leave does not conflict with the business needs of the Employer.

19 4. For positions requiring backfill, the release from duty will not cause
20 an increase in costs due to the need to provide coverage for the
21 employee's absence.

22 C. Personal leave may not be carried over from one fiscal year to the next.

23 D. The pay of an employee's personal leave day is equivalent to the
24 employee's work shift on the day selected for the personal leave day
25 absence.

- 1 E. Upon request, an employee will be approved to use part or all of their
2 personal leave day for:
- 3 1. The care of family members as required by the Family Care Act,
4 WAC 296-130;
- 5 2. Leave as required by the Military Family Leave Act, RCW 49.77
6 and in accordance with Section 19.14; or
- 7 3. Leave as required by the Domestic Violence Leave Act,
8 RCW 49.76.
- 9 4. Any remaining portions of a personal leave day must be taken as
10 one (1) absence, not to exceed the work shift on the day of the
11 absence.

12 18.8 The Employer will not be responsible for per diem, travel expenses or overtime
13 under this Article.

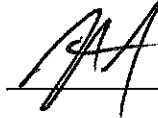
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TENTATIVE AGREEMENT REACHED

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FOR THE UNION:

 9/3/2020

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18

DATE

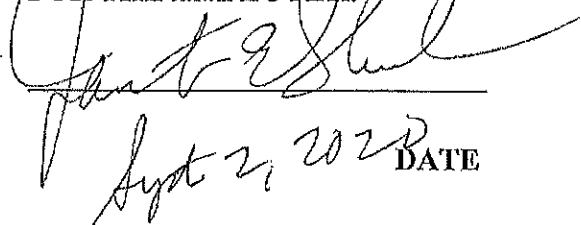
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MARK HAMILTON

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FOR THE EMPLOYER:


Sept 2, 2020

DATE

JANETTA SHEEHAN