

**SIDELETTER BETWEEN
SAN DIEGO COMMUNITY COLLEGE DISTRICT AND
AFT GUILD, LOCAL 1931 CLASSIFIED PROFESSIONALS BARGAINING UNIT**

The San Diego Community College District (“District”) and AFT Guild, Local 1931 Classified Professionals (“AFT Guild”), collectively the “parties”, have agreed the District recognizes 16 holidays each academic year. The holidays identified in this side letter constitute the complete and exclusive list of holidays observed by SDCCD. The list of holidays is comprised of both holidays whose celebration date varies annually, as well as those which occur on a fixed calendar date. A varying holiday celebration date will not alter the applicability of this side letter. Additionally, any future name changes to holidays listed below will not necessitate the need for a new side letter on this subject, nor will such name change constitute the addition or reduction of the total holidays listed. Unless otherwise required by applicable law or mutual agreement of the parties, no other paid days off shall be considered recognized holidays for employees represented by AFT Guild.

ARTICLE IX - HOLIDAYS

9.1 **Retroactive to January 1, 2022**, Each unit member shall be entitled to **sixteen (16)** paid holidays each year, provided that the unit member is in a paid status during any portion of the working day immediately preceding or succeeding the holiday. members who have less than a 1.0 FTE assignment and who are assigned a flex schedule shall be entitled to any holiday that falls within a month when the unit member receives compensation. Eligible holiday hours will be subtracted from the hours to be worked based upon the regularly assigned hours for the day the holiday falls on. (See chart in Appendix D.) All holidays shall be designated by the Board of Trustees by adoption of the District's Academic Calendar.

Independence Day	Martin Luther King
Labor Day	Lincoln Birthday
Veterans Day	Washington Birthday
Thanksgiving (2)	Farm Workers Day
Admissions Day	Memorial Day
Christmas Holiday (2)	Juneteenth
New Years (2)	

College police dispatchers will observe Christmas Eve, December 24th, Christmas Day, December 25th, New Year’s Eve, December 31st, and New Year’s Day, January 1st, on the actual day the holiday falls on. The dispatchers will not receive any additional holidays or “days without loss in compensation” (see sections 6.24 and 9.2) as a result of the observance of these four holidays on the dates listed.

9.2 Unit members shall be granted time off without loss in compensation on any scheduled workday which falls during the period December 25 through January 1 and is not one of the aforementioned fifteen (15) holidays.

9.3 If a unit member's workweek is other than Monday through Friday, and as a result the unit member loses a holiday to which they would otherwise be entitled, the District shall provide a holiday in accordance with Education Code requirements. The Education Code provides that all eligible unit members are entitled to paid holidays if they are in a paid status during any portion of the working day immediately preceding or succeeding the holiday; therefore, holiday hours for all other unit members shall be recorded based on the number of hours the unit member was scheduled to work on the day designated as a holiday.

Only in cases where only one (1) holiday falls within the eighty (80) hour work schedule, unit members on a 9/80 alternative work week schedule shall adjust their work schedule so that their eight (8) hour day falls on the designated holiday.

If a holiday falls on a workday when a unit member is not assigned to work, they shall be granted an equivalent day off during the pay period. If the holiday results in a three (3) day weekend, the rescheduled day off shall result in a three (3) day weekend.

Holiday hours for unit members on flex scheduling are based on the number of assigned hours the unit member is scheduled to work on the day the holiday falls upon.

In the event that a unit member is required to work on a holiday established in the Education Code, at the discretion of the District they will either be compensated at two and one-half (2-1/2) times their regular rate of pay (for example: $2.5 \times \$30.00$ regular rate of pay per hour = \$75.00 per hour $\times$ 8 hours = \$600.00) OR they will receive their regular rate of pay plus an additional holiday equal to one and one-half (1-1/2) times the number of hours of the original holiday (for example: $(\$30.00$ regular rate of pay per hour $\times$ 8 hours = \$240.00) + $(1.5 \times 8$ hours = 12 hours compensation time off)). The District shall consider the unit member's preferred compensation option. These hours will be scheduled by the unit member in conjunction with the supervisor within thirty (30) days of the original holiday.

A unit member who is required to work on a District-recognized holiday shall be guaranteed a minimum of four (4) hours of pay.

9.4 AFT shall be represented on any District-wide committee established to study the District's Academic Calendar. The committee shall serve to represent the concerns of the interested parties by formulating recommendations to the Chancellor or their designated representative. Subsequent to the final recommendation of the District Calendar Committee to the Chancellor or designee, the AFT Guild will have the right to submit an independent recommendation of an academic calendar. If the Guild elects to submit an independent recommendation, that recommendation will be docketed for consideration by the Board in addition to the Chancellor's recommendation.

Jared Burns, PhD,
JD, MHRM, PHR

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PhD, JD, MHRM, PHR
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Jared Burns, Vice Chancellor of
People, Culture, and Technology Services

Jim Mahler

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Jim Mahler, President
AFT Guild, Local 1931