

**UMB Policy Enhancements
Effective January 1, 2009**

Enhancement	Article	Non-Exempt Regular Excluded	Non-Exempt Contingent II	Exempt Regular	Exempt Contingent II
Copy of Work Schedule for new employee/new schedule	#3 Hours of Work & Overtime	Yes	Yes	Unchanged **	Unchanged**
Lunch Break: 30 or 60 minutes per 6 hour shift	#3 Hours of Work & Overtime	Yes	Yes	Unchanged **	Unchanged **
Essential Employee Notification	#3 Hours of Work & Overtime	Yes	Unchanged **	Unchanged **	Unchanged **
Two 15 min work breaks per 8 hour shift	#3 Hours of Work & Overtime	Yes	Yes	Unchanged **	Unchanged**
Overtime: Notification, Payment & Seniority	#3 Hours of Work & Overtime	Yes	No	N/A	N/A
NEW: Workweek language	#3 Workweek	No	No	No	No
NEW: Facilities Management Snow Crew moved to new Article 19	Old: #3 FM Snow Crew New: #19 Facilities Mgt	N/A	N/A	N/A	N/A
NEW: Acting Capacity restricted to nonsupervisory responsibilities	#4 Acting Capacity	Yes	No	No	No
NEW: On call payment increased	#4 On-call payment	Yes	No	No	No
PDP completed by March ^{31st} or Meets Standards Defaults	#5 Performance Evaluation	Yes	Unchanged **	Unchanged **	Unchanged **
6 month probationary period	#7 Probationary Period	Yes	N/A	N/A	N/A
30 days to return to former position [Promotion or transfer]	#7 Probationary Period	Yes	N/A	N/A	N/A
15 days Annual Leave Days after year 4	#8 Leave of Absence	Yes	N/A	N/A	N/A
Sick Leave/ Death of a Relative	#8 Leave of Absence	Yes	Yes	Yes	Yes
FMLA 30 sick leave days for family members	#8 Leave of Absence	Yes	Yes	Yes	Yes
Unused holidays due to business, paid in 90 days	#9 Holidays	Yes	N/A	No	N/A
NEW: Step 2 Grievance Decisions	#13 Grievance Procedure	Yes	N/A	Yes	N/A
NEW: Provide safety glasses in areas where required	#14 Uniforms & Equipment	General Services Only	General Services Only	General Services Only	General Services Only
NEW: Transportation Program	#16 Miscellaneous	Yes	Yes	Yes	Yes
Layoff & Recall	#16 Miscellaneous	Yes	No	Unchanged **	No
NEW: Release for Blood Donation	#16 Miscellaneous	Yes	Yes	Yes	Yes
Order of Layoff specified regardless of funding	#17 Layoff & Recall	Yes	Unchanged **	Unchanged **	Unchanged **
Admin Leave – Shutdown	#18 Security Officers	Security Officers Only	N/A	N/A	N/A
NEW: Four hour minimum Call Back	#19 NEW ARTICLE Facilities Management	Facilities Management Only	Facilities Management Only	Facilities Management Only	Facilities Management Only

Note: Only the Non-Exempt Bargaining Unit is covered by the MOU. The enhancements listed are being extended to employees in the indicated Employment categories.

* Sick Leave – Must be earned and used according to policy.

** Unchanged – Current University policy and practice remain unchanged.