**WAWU’S PROPOSAL RE LAYOFF**

**5/06/24**

# Article 35 - Involuntary Reduction in Hours or Layoff

* 1. **Notice.** If an individual accepts an ESE appointment and it is subsequently eliminated prior to its end date, or there is an ongoing and involuntary reduction of the hours of the appointment below the range identified in the appointment letter, the University shall notify the affected individual and the union at least one (1) month in advance of any resulting layoff or hours reduction. In the event that the layoff or hours reduction is the result of a closure of all or part of the University’s operations because of a public health or other emergency condition, notice will be provided with a minimum of ten (10) business days.
	2. **Salaried ESEs**. For ESEs in salaried positions whose positions are affected by a layoff or involuntary reduction in hours, the University will:
		1. End or reduce the appointment no sooner than the end of the quarter in which the notice of layoff is provided; and
		2. Use its best efforts to place the affected ESE in another salaried, bargaining unit position with a similar term and similar compensation.
	3. Hourly ESEs. For ESEs in hourly positions whose positions are affected by a layoff or involuntary reduction in hours, the University will:
		1. End the appointment or reduce the number of hours paid as listed in the appointment letter no sooner than the end of the quarter in which the notice of layoff is provided; and
		2. Use its best efforts to place the affected ESE in another bargaining unit position with a similar term and similar compensation.