Board of Governors Meeting

April 29, 2020
Via Zoom/Conference Call

In accordance with social distancing guidelines set forth by the Commonwealth, this meeting is being held online. Details at: www.passhe.edu

Members of the public who wish to offer public comment may dial 1-717-839-2360; phone line opens at 11:50 a.m.

Wednesday, April 29, 2020

Noon

1. Roll Call
2. Pledge of Allegiance
3. Chairwoman’s remarks
4. Public Comment
5. Remarks by Union Leaders
6. Update from PACT President
7. Approval of Consent Agenda (will be sent separately)
   a. Meeting minutes from January 15-16, 2020
   b. Meeting minutes from January 30, 2020
   c. Meeting minutes from April 10, 2020
8. Chancellor’s Remarks
9. Board Action Items
   a. Tuition Rates for 2020-21 and Tentative Tuition Rates for 2021-22
   b. Financial Sustainability Policy
   c. Ratification of APSCUF Coaches’ Collective Bargaining Agreement
   d. Enhanced Sick Leave Payout
10. New Business
11. Adjournment

(Executive session will be called as needed)
Board of Governors Meeting  
April 29, 2020

**SUBJECT:** Ratify Collective Bargaining Agreement (APSCUF Non-Faculty Coaches)  
(ACTION)

**UNIVERSITIES AFFECTED:** All

**BACKGROUND:** The Association of Pennsylvania State College and University Faculties (APSCUF Non-Faculty Coaches) has ratified the collective bargaining agreement with the State System. The terms of the APSCUF Non-Faculty Coaches collective bargaining agreement were achieved through individual negotiations between the State System and APSCUF. Implementation of the agreement is dependent upon the Board of Governors approving the collective bargaining agreement.

**MOTION:** That the Board of Governors ratifies the Collective Bargaining Agreement with the Association of Pennsylvania State College and University Faculties (Non-Faculty Coaches) and authorize the Chancellor and the Chairwoman of the Board of Governors to execute the appropriate documents.

---

**Supporting Documents Included:** APSCUF (Non-Faculty Coaches) Tentative Agreement Summary

**Other Supporting Documents Available:** N/A

**Prepared by:** Andrew C. Lehman  
**Telephone:** 717-720-4030
Summary of the Major Provisions of the Tentative Agreement Between
Pennsylvania’s State System of Higher Education and the Association of
Pennsylvania State College and University Faculties Non-Faculty Coaches
July 1, 2019 to June 30, 2023

Term
The agreement will be effective July 1, 2019 and expire June 30, 2023.

Salary Increases

Fiscal Year 2019-2020
No Annual Salary Adjustment⁴ or Merit Pool² increase

Fiscal Year 2020-2021
2.5% Annual Salary Adjustment effective July 1, 2020

Fiscal Year 2021-2022
- 2.5% merit pool effective July 1, 2021
  - Effective July 1, 2021
    - Minimum Salary for full-time head COACH shall be $42,500
    - Minimum Salary for full-time assistant COACH shall be $37,500
    - Minimum salary for part-time head and assistant COACH shall be a percentage of $32,500 for head COACH and $27,500 for assistant COACH
  - 2.0% Annual Salary Adjustment effective April 1, 2022

Fiscal Year 2022-2023
- 2.5% merit pool effective July 1, 2022
  - 2.0% Annual Salary Adjustment effective April 1, 2023

Health Care Benefits
Specialist office visit co-pay fees for coaches reduced from $45 to $30.

Contracts of Employment
When a president/designee non-renews a coach, the president/designee will provide the reasons in the non-renewal. A coach may request a meeting with the president/designee to discuss the reasons for the non-renewal. The non-renewal decision and the reasons are not grievable.

¹ Increase in base salary for all coaches as coaches do not have a salary schedule.
² Merit pay adjustments are distributed based on a coach’s individual performance level.
The president/designee may grant rollover contracts for more than three (3) years for head coaches and more than two (2) years for full-time and part-time assistant coaches.

**Evaluations**
- The parties made changes regarding notification of the evaluation cycle for coaches and included clarification regarding when performance expectations should be provided.
- Local APSCUF and the university will agree when the self-evaluation for each coach is due to the athletic director for head coaches and the head coach for assistant coaches.
- When a rating of “Below Expectations” or “Unsatisfactory” is given, the evaluator shall explain the reasons for the rating in the performance evaluation.
- The reviewing officer may attach comments to a coach’s evaluation before it is considered final.

**Leaves of Absences**
- Combine parental and family care leaves into one entitlement providing for 12 weeks of FMLA leave with the possibility of an extension of up to 9 months of leave without pay (provided the professional employee has completed one year of service and 1,250 actual hours worked during the previous year).
- Coaches with less than one year of service are eligible for up to 13 weeks of leave without pay for qualifying absences of at least 2 consecutive weeks.
- Ten days of sick leave can be used for paid parental leave.

**Tuition Waiver**
- Prorated tuition waiver for children of a regular part-time coach at their university.

**Side Letters**
- Joint committee established to review student athlete evaluation instrument and recommend a statewide instrument.
- Joint committee established to review performance evaluation document for coaches.
Board of Governors Meeting
April 29, 2020

SUBJECT: Ratify Various Side Letters for an Enhanced Sick Leave Payout Program — AFSCME, SEIU Local 668, OPEIU, POA, SCUPA, and SPFPA (ACTION)

UNIVERSITIES AFFECTED: All

BACKGROUND: The State System and applicable unions have negotiated and conducted meet and discuss sessions, as appropriate, regarding an Enhanced Sick Leave Payout program that will allow eligible employees to receive an increased payout of their accrued sick leave upon retirement. The employees are represented by the: American Federation of State, County and Municipal Employees (AFSCME); Service Employees International Union, Local 668 (SEIU Local 668); Office and Professional Employees International Union Healthcare Pennsylvania (OPEIU); PASSHE Officers Association (POA); State College and University Professional Association (SCUPA); and International Union, Security, Police, and Fire Professionals of America (SPFPA).

Summary of the Program –

• Permanent full-time employees that qualify for majority paid retiree health care are eligible.
• The eligible employees must elect to retire by notifying the president of the university by June 26, 2020.
• The eligible employee must retire on or before September 25, 2020.
• Eligible employees will receive an additional payout of accrued sick leave beyond the payout schedule identified in the collective bargaining agreement or memorandum of understanding. The side letters will temporarily amend the collective bargaining agreement or memorandum of understanding to allow for a payout of twice the amount of accrued sick leave.

MOTION: That the Board of Governors ratifies the side letters regarding the enhanced sick leave payout and authorizes the Chancellor to execute the appropriate documents.

Supporting Documents Included: (1) AFSCME Side Letter; (2) SEIU Local 668 Side Letter; (3) OPEIU Side Letter; (4) POA Side Letter; (5) SCUPA Side Letter; and (6) SPFPA Side Letter.

Other Supporting Documents Available: N/A

Prepared by: Andrew C. Lehman

Telephone: 717-720-4030
Side Letter
between
AFSCME and PASSHE

Enhanced Sick Leave Payout Program

The Pennsylvania State System of Higher Education (“State System”) and the American Federation of State, County, and Municipal Employees (“AFSCME”) agree to implement an Enhanced Sick Leave Program (“the Program”), to encourage employee retirements to be submitted by June 26, 2020 with an effective date on or before September 25, 2020.

A. **Program Commencement**

1. Current eligible employees may participate in the Program in accordance with the provisions in Sections B and C for only retirements with an effective date between April 6, 2020 and September 25, 2020.

2. The parties agree to inform all eligible employees about the Program. Eligibility is subject to verification prior to acceptance of participation in the Program.

3. Employees meeting the eligibility criteria in Section B.2. below who have already submitted a retirement with an effective date between April 6, 2020 and September 25, 2020, will be eligible for the Program.

4. The State System will communicate the names of the program participants to AFSCME no later than July 24, 2020.

B. **Eligibility**

1. Participation in the Program is limited to permanent full-time employees.

2. Participation in the Program requires that the employee qualifies for majority-paid retiree health care at the time of retirement, as defined in the table below.

<table>
<thead>
<tr>
<th>Retirement Age</th>
<th>Years of Service</th>
<th>Type of Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>60</td>
<td>20</td>
<td></td>
</tr>
<tr>
<td>Any Age</td>
<td>25</td>
<td>Credited Service</td>
</tr>
<tr>
<td>Any Age with Approved Disability Retirement</td>
<td>5</td>
<td></td>
</tr>
</tbody>
</table>
• **Credited Service** - Includes years of service credited by retirement plan (SERS/PSERS/ARP). May include purchased service. For employees hired on/after July 1, 2007, credited service is limited to Commonwealth/State System service and, if applicable, purchased military service.

C. **Individual Employee Provisions**

1. An eligible employee must submit a letter of retirement to the President of the University on or before June 26, 2020.

2. The eligible employee must indicate in their retirement letter a retirement date on or before September 25, 2020.

3. All submitted and accepted retirements with an effective date between April 6, 2020 and September 25, 2020 are irrevocable and the payouts will be conducted in accordance with this side letter.

4. Employees shall not be paid for partial days of accumulated sick leave.

D. **Enhanced Sick Leave Provisions**

All eligible retirements under the Program, will have the sick leave payouts noted in Article 14, Section 7.a. and Recommendation 14, Section 7.a. adjusted based upon the table below.

<table>
<thead>
<tr>
<th>Days Accumulated</th>
<th>Current % Paid</th>
<th>Current Max Days Paid</th>
<th>ESLP % Paid</th>
<th>ESLP Max Days Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 to 100</td>
<td>30%</td>
<td>30</td>
<td>60%</td>
<td>60</td>
</tr>
<tr>
<td>101 to 200 days</td>
<td>40%</td>
<td>80</td>
<td>80%</td>
<td>160</td>
</tr>
<tr>
<td>201 to 300 days</td>
<td>50%</td>
<td>150</td>
<td>100%</td>
<td>300</td>
</tr>
<tr>
<td>Over 300 (in last year of employment)</td>
<td>100%</td>
<td>11</td>
<td>100%</td>
<td>11</td>
</tr>
</tbody>
</table>

AGREED on April XX, 2020:

**STATE SYSTEM**

___________________________
Daniel Greenstein
Chancellor

**AFSCME**

___________________________
Darrin Spann
Assistant to the Executive Director

A. **Program Commencement**

1. Current eligible employees may participate in the Program in accordance with the provisions in Sections B and C for only retirements with an effective date between April 6, 2020 and September 25, 2020.

2. The parties agree to inform all eligible employees about the Program. Eligibility is subject to verification prior to acceptance of participation in the Program.

3. Employees meeting the eligibility criteria in Section B.2. below who have already submitted a retirement with an effective date between April 6, 2020 and September 25, 2020, will be eligible for the Program.

4. The State System will communicate the names of the program participants to SEIU 668 no later than July 24, 2020.

B. **Eligibility**

1. Participation in the Program is limited to permanent full-time employees.

2. Participation in the Program requires that the employee qualifies for majority-paid retiree health care at the time of retirement, as defined in the table below.

<table>
<thead>
<tr>
<th>Retirement Age</th>
<th>Years of Service</th>
<th>Type of Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>60</td>
<td>20</td>
<td></td>
</tr>
<tr>
<td>Any Age</td>
<td>25</td>
<td>Credited Service</td>
</tr>
<tr>
<td>Any Age with Approved</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Disability Retirement</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
- **Credited Service** - Includes years of service credited by retirement plan (SERS/PSERS/ARP). May include purchased service. For employees hired on/after July 1, 2007, credited service is limited to Commonwealth/State System service and, if applicable, purchased military service.

C. **Individual Employee Provisions**

1. An eligible employee must submit a letter of retirement to the President of the University on or before June 26, 2020.

2. The eligible employee must indicate in their retirement letter a retirement date on or before September 25, 2020.

3. All submitted and accepted retirements with an effective date between April 6, 2020 and September 25, 2020 are irrevocable and the payouts will be conducted in accordance with this side letter.

4. Employees shall not be paid for partial days of accumulated sick leave.

D. **Enhanced Sick Leave Provisions**

All eligible retirements under the Program, will have the sick leave payouts noted in Article 12, Section 7.a and Recommendation 12, Section 8. a. adjusted based upon the table below.

<table>
<thead>
<tr>
<th>Days Accumulated</th>
<th>Current % Paid</th>
<th>Current Max Days Paid</th>
<th>ESLP % Paid</th>
<th>ESLP Max Days Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 to 100</td>
<td>30%</td>
<td>30</td>
<td>60%</td>
<td>60</td>
</tr>
<tr>
<td>101 to 200 days</td>
<td>40%</td>
<td>80</td>
<td>80%</td>
<td>160</td>
</tr>
<tr>
<td>201 to 300 days</td>
<td>50%</td>
<td>150</td>
<td>100%</td>
<td>300</td>
</tr>
<tr>
<td>Over 300 (in last year of employment)</td>
<td>100%</td>
<td>11</td>
<td>100%</td>
<td>11</td>
</tr>
</tbody>
</table>

**AGREED on April XX, 2020:**

**STATE SYSTEM**

SEIU 668

___________________________
Daniel Greenstein
Chancellor

___________________________
Stephen Catanese
Chancellor
Enhanced Sick Leave Payout Program


A. Program Commencement

1. Current eligible employees may participate in the Program in accordance with the provisions in Sections B and C for only retirements with an effective date between April 6, 2020 and September 25, 2020.

2. The parties agree to inform all eligible employees about the Program. Eligibility is subject to verification prior to acceptance of participation in the Program.

3. Employees meeting the eligibility criteria in Section B.2. below who have already submitted a retirement with an effective date between April 6, 2020 and September 25, 2020, will be eligible for the Program.

4. The State System will communicate the names of the program participants to OPEIU no later than July 24, 2020.

B. Eligibility

1. Participation in the Program is limited to permanent full-time employees.

2. Participation in the Program requires that the employee qualifies for majority-paid retiree health care at the time of retirement, as defined in the table below.
<table>
<thead>
<tr>
<th>Current Hire Date</th>
<th>Retirement Age</th>
<th>Years of Service</th>
<th>Type of Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prior to July 1, 1997</td>
<td>60</td>
<td>15</td>
<td>Credited Service</td>
</tr>
<tr>
<td></td>
<td>Any Age</td>
<td>25</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Any Age with Approved Disability Retirement</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>July 1, 1997 – June 30, 2004</td>
<td>60</td>
<td>15</td>
<td>Commonwealth/State System Service</td>
</tr>
<tr>
<td></td>
<td>Any Age</td>
<td>25</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Any Age with Approved Disability Retirement</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>July 1, 2004 – January 15, 2016</td>
<td>60</td>
<td>20</td>
<td>Commonwealth/State System Service</td>
</tr>
<tr>
<td></td>
<td>Any Age</td>
<td>25</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Any Age with Approved Disability Retirement</td>
<td>5</td>
<td></td>
</tr>
</tbody>
</table>

- **Credited service** - includes years of service credited by retirement plan (SERS, PSERS or ARP). May include purchased service.
- **Commonwealth/State System service** – Only includes service with the State System, Commonwealth of Pennsylvania, or approved Commonwealth Agencies. This does not include employment with a public school (pre-K, K-12).

### C. Individual Employee Provisions

1. An eligible employee must submit a letter of retirement to the President of the University on or before June 26, 2020.

2. The eligible employee must indicate in their retirement letter a retirement date on or before September 25, 2020.

3. All submitted and accepted retirements with an effective date between April 6, 2020 and September 25, 2020 are irrevocable and the payouts will be conducted in accordance with this side letter.

4. Employees shall not be paid for partial days of accumulated sick leave.

### D. Enhanced Sick Leave Provisions

All eligible retirements under the Program, will have the sick leave payouts noted in Article 11, Section 6 and Recommendation 11, Section 6. a. adjusted based upon the table below.
<table>
<thead>
<tr>
<th>Days Accumulated</th>
<th>Current % Paid</th>
<th>Current Max Days Paid</th>
<th>ESLP % Paid</th>
<th>ESLP Max Days Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 to 100</td>
<td>30%</td>
<td>30</td>
<td>60%</td>
<td>60</td>
</tr>
<tr>
<td>101 to 200 days</td>
<td>40%</td>
<td>80</td>
<td>80%</td>
<td>160</td>
</tr>
<tr>
<td>201 to 300 days</td>
<td>50%</td>
<td>150</td>
<td>100%</td>
<td>300</td>
</tr>
<tr>
<td>Over 300 (in last year of employment)</td>
<td>100%</td>
<td>13</td>
<td>100%</td>
<td>13</td>
</tr>
</tbody>
</table>

AGREED on April XX, 2020:

STATE SYSTEM

Daniel Greenstein, Chancellor

OPEIU HEALTHCARE

Michael Bodinsky, Executive Director
The Pennsylvania State System of Higher Education (“State System”) and the PASSHE Officers Association (“POA”) agree to implement an Enhanced Sick Leave Program (“the Program”), to encourage employee retirements to be submitted by June 26, 2020 with an effective date on or before September 25, 2020.

A. **Program Commencement**

1. Current eligible employees may participate in the Program in accordance with the provisions in Sections B and C for only retirements with an effective date between April 6, 2020 and September 25, 2020.

2. The parties agree to inform all eligible employees about the Program. Eligibility is subject to verification prior to acceptance of participation in the Program.

3. Employees meeting the eligibility criteria in Section B.2. below who have already submitted a retirement with an effective date between April 6, 2020 and September 25, 2020, will be eligible for the Program.

4. The State System will communicate the names of the program participants to POA no later than July 24, 2020.

B. **Eligibility**

1. Participation in the Program is limited to permanent full-time employees.

2. Participation in the Program requires that the employee qualifies for majority-paid retiree health care at the time of retirement, as defined in the table below.

<table>
<thead>
<tr>
<th>Current Hire Date</th>
<th>Retirement Age</th>
<th>Years of Service</th>
<th>Type of Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prior to July 1, 1997</td>
<td>60</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Any Age</td>
<td>25</td>
<td>Credited Service</td>
</tr>
<tr>
<td></td>
<td>Any Age with Approved Disability Retirement</td>
<td>5</td>
<td></td>
</tr>
</tbody>
</table>
C. Individual Employee Provisions

1. An eligible employee must submit a letter of retirement to the President of the University on or before June 26, 2020.

2. The eligible employee must indicate in their retirement letter a retirement date on or before September 25, 2020.

3. All submitted and accepted retirements with an effective date between April 6, 2020 and September 25, 2020 are irrevocable and the payouts will be conducted in accordance with this side letter.

4. Employees shall not be paid for partial days of accumulated sick leave.

D. Enhanced Sick Leave Provisions

All eligible retirements under the Program, will have the sick leave payouts noted in Article 13, Section 7.a. adjusted based upon the table below.

<table>
<thead>
<tr>
<th>Days Accumulated</th>
<th>Current % Paid</th>
<th>Current Max Days Paid</th>
<th>ESLP % Paid</th>
<th>ESLP Max Days Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 to 100</td>
<td>30%</td>
<td>30</td>
<td>60%</td>
<td>60</td>
</tr>
<tr>
<td>101 to 200 days</td>
<td>40%</td>
<td>80</td>
<td>80%</td>
<td>160</td>
</tr>
<tr>
<td>201 to 300 days</td>
<td>50%</td>
<td>150</td>
<td>100%</td>
<td>300</td>
</tr>
<tr>
<td>Over 300 (in last year of employment)</td>
<td>100%</td>
<td>13</td>
<td>100%</td>
<td>13</td>
</tr>
</tbody>
</table>
AGREED on April XX, 2020:

STATE SYSTEM

Daniel Greenstein, Chancellor

POA

Alan Swartz, President
Side Letter
between
SCUPA and PASSHE

Enhanced Sick Leave Payout Program

The Pennsylvania State System of Higher Education ("State System") and the State College and University Professional Association ("SCUPA") agree to implement an Enhanced Sick Leave Program ("the Program"), to encourage employee retirements to be submitted by June 26, 2020 with an effective date on or before September 25, 2020. The Program is a one-time event and does not otherwise alter the articles in the current CBA regarding sick leave and retirement.

A. Program Commencement

1. Current eligible employees may participate in the Program in accordance with the provisions in Sections B and C for only retirements with an effective date between April 6, 2020 and September 25, 2020.

2. The parties agree to inform all eligible employees about the Program. Eligibility is subject to verification prior to acceptance of participation in the Program.

3. Employees meeting the eligibility criteria in Section B.2. below who have already submitted a retirement with an effective date between April 6, 2020 and September 25, 2020, will be eligible for the Program.

4. The State System will communicate the names of the program participants to SCUPA no later than July 24, 2020.

B. Eligibility

1. Participation in the Program is limited to permanent full-time employees.

2. Participation in the Program requires that the employee qualifies for majority-paid retiree health care at the time of retirement, as defined in the table below.

<table>
<thead>
<tr>
<th>Current Hire Date</th>
<th>Retirement Age</th>
<th>Years of Service</th>
<th>Type of Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prior to July 1, 1997</td>
<td>60</td>
<td>10</td>
<td>Credited Service</td>
</tr>
<tr>
<td></td>
<td>Any Age</td>
<td>25</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Any Age with Approved Disability Retirement</td>
<td>5</td>
<td></td>
</tr>
</tbody>
</table>
C. Individual Employee Provisions

1. An eligible employee must submit a letter of retirement to the President of the University on or before June 26, 2020.

2. The eligible employee must indicate in their retirement letter a retirement date on or before September 25, 2020.

3. All submitted and accepted retirements with an effective date between April 6, 2020 and September 25, 2020 are irrevocable and the payouts will be conducted in accordance with this side letter.

4. Employees shall not be paid for partial days of accumulated sick leave.

D. Enhanced Sick Leave Provisions

All eligible retirements under the Program, will have the sick leave payouts noted in Article 19, Section 6 adjusted based upon the table below.

<table>
<thead>
<tr>
<th>Days Accumulated</th>
<th>Current % Paid</th>
<th>Current Max Days Paid</th>
<th>ESLP % Paid</th>
<th>ESLP Max Days Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 to 100</td>
<td>30%</td>
<td>30</td>
<td>60%</td>
<td>60</td>
</tr>
<tr>
<td>101 to 200 days</td>
<td>40%</td>
<td>80</td>
<td>80%</td>
<td>160</td>
</tr>
<tr>
<td>201 to 300 days</td>
<td>50%</td>
<td>150</td>
<td>100%</td>
<td>300</td>
</tr>
<tr>
<td>Over 300 (in last year of employment)</td>
<td>100%</td>
<td>13</td>
<td>100%</td>
<td>13</td>
</tr>
</tbody>
</table>

- **Credited service** - includes years of service credited by retirement plan (SERS, PSERS or ARP). May include purchased service.
- **Commonwealth/State System service** – Only includes service with the State System, Commonwealth of Pennsylvania, or approved Commonwealth Agencies. This does not include employment with a public school (pre-K, K-12).
AGREED on April XX, 2020:

STATE SYSTEM

SCUPA

Daniel Greenstein, Chancellor

Sheleta Camarda-Webb, President

A. **Program Commencement**

1. Current eligible employees may participate in the Program in accordance with the provisions in Sections B and C for only retirements with an effective date between April 6, 2020 and September 25, 2020.

2. The parties agree to inform all eligible employees about the Program. Eligibility is subject to verification prior to acceptance of participation in the Program.

3. Employees meeting the eligibility criteria in Section B.2. below who have already submitted a retirement with an effective date between April 6, 2020 and September 25, 2020, will be eligible for the Program.

4. The State System will communicate the names of the program participants to SPFPA no later than July 24, 2020.

B. **Eligibility**

1. Participation in the Program is limited to permanent full-time employees.

2. Participation in the Program requires that the employee qualifies for majority-paid retiree health care at the time of retirement, as defined in the table below.

<table>
<thead>
<tr>
<th>Current Hire Date</th>
<th>Retirement Age</th>
<th>Years of Service</th>
<th>Type of Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prior to July 1, 1997</td>
<td>60</td>
<td>15</td>
<td>Credited Service</td>
</tr>
<tr>
<td></td>
<td>Any Age</td>
<td>25</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Any Age with Approved Disability Retirement</td>
<td>5</td>
<td></td>
</tr>
</tbody>
</table>
C. **Individual Employee Provisions**

1. An eligible employee must submit a letter of retirement to the President of the University on or before June 26, 2020.

2. The eligible employee must indicate in their retirement letter a retirement date on or before September 25, 2020.

3. All submitted and accepted retirements with an effective date between April 6, 2020 and September 25, 2020 are irrevocable and the payouts will be conducted in accordance with this side letter.

4. Employees shall not be paid for partial days of accumulated sick leave.

D. **Enhanced Sick Leave Provisions**

All eligible retirements under the Program, will have the sick leave payouts noted in Recommendation 13, Section 7.a. adjusted based upon the table below.

<table>
<thead>
<tr>
<th>Days Accumulated</th>
<th>Current % Paid</th>
<th>Current Max Days Paid</th>
<th>ESLP % Paid</th>
<th>ESLP Max Days Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 to 100</td>
<td>30%</td>
<td>30</td>
<td>60%</td>
<td>60</td>
</tr>
<tr>
<td>101 to 200 days</td>
<td>40%</td>
<td>80</td>
<td>80%</td>
<td>160</td>
</tr>
<tr>
<td>201 to 300 days</td>
<td>50%</td>
<td>150</td>
<td>100%</td>
<td>300</td>
</tr>
<tr>
<td>Over 300</td>
<td>100%</td>
<td>13</td>
<td>100%</td>
<td>13</td>
</tr>
</tbody>
</table>

- **Credited service** - includes years of service credited by retirement plan (SERS, PSERS or ARP). May include purchased service.
- **Commonwealth/State System service** – Only includes service with the State System, Commonwealth of Pennsylvania, or approved Commonwealth Agencies. This does not include employment with a public school (pre-K, K-12).
AGREED on April XX, 2020:

STATE SYSTEM

Daniel Greenstein, Chancellor

SPFPA

Frank Remmick, Assistant Vice President, Local 502