Memorandum of Understanding
Between
Western Washington University
And
United Faculty of Western Washington University

State law, passed as SSB 5173 in the 2014 legislative session, provides that state employees (including faculty) may take two days of leave without pay per year for a reason of faith or conscience. Because of the unique nature of faculty appointment, implementation of this law is as follows:

- Faculty may be absent from a scheduled class twice during any year (including any summer teaching on contract) for a reason of faith or conscience without change in compensation.

- Faculty absent from a scheduled class for a reason of faith or conscience will attempt to provide appropriate alternative instruction for their students during the course periods; examples include but are not limited to substitute instructors or out-of-class assignments.

- Faculty planning to be absent from a scheduled class for a reason of faith or conscience will provide notice to their department chair in a print or electronic memo. Department staff will destroy the request after one calendar year.

Signed and dated this 4th day of December, 2014.

United Faculty of Western Washington (UFWW)	Western Washington University (WWU)
For the UFWW:	For WWU:
By _____	By _____
Chuck Lambert President, UFWW	Bruce Shepard President, WWU