

ARTICLE XX – PROBATION

- 1
2
3 A. All bargaining unit employees who successfully complete the probationary
4 period described in this Article, will be covered by Article XX Corrective
5 Action/Dismissal.
6
7 B. Every part-time and full-time employee, following the initial appointment to
8 a position covered by this agreement, will serve a probationary period of
9 six (6) consecutive months. The Employer may extend the probationary
10 period for an individual employee as long as the extension does not cause
11 the total period to exceed twelve (12) months. Employees will be provided
12 with a written explanation for the extension. If the extension is based on
13 performance issues, the employee will receive a performance improvement
14 plan. Extension of probationary periods shall not be a normal practice.
15
16 C. Employees who complete their probationary period shall not be required to
17 complete another probationary period, provided there is no break in service
18 between appointments covered by this agreement.
19
20
21 D. The Employer will extend an employee's probationary period, on a day-for-
22 a-day basis, for any day(s) that the employee takes paid time off, leave
23 without pay, or shared leave, except for leave taken for military service or
24 for purposes of faith or conscience under Article XX. For the purpose of
25 calculating the completion date, an employee's probationary period shall
26 not end on the employee's regularly scheduled weekend off or a scheduled
27 holiday off. In those instances, the completion date will be the next
28 scheduled work day.
29
30
31 E. Employees in probationary status will earn seniority from their initial date of
32 hire but may not exercise seniority rights until completion of the probationary
33 period. Probationary employees are not eligible for layoff or rehire rights.
34
35
36 F. An employee who is appointed to a different position prior to completing
37 their initial probationary period will serve a new probationary period, unless

Deleted: <#>By mutual agreement of the Union and the Employer, the probationary period for selected classifications may be established for a period in excess of six (6) months but not to exceed twelve (12) months.¶

Deleted: The length of the new probationary period will be in accordance with Subsection (A) above,

1 adjusted by the Appointing Authority or designee for time already served in
2 probationary status. In no case, however, will the total probationary period
3 be less than six (6) consecutive months.
4

5 G. Probationary Period Rejection.

6 An appointing authority may reject an employee who has not completed a
7 probationary period. Upon request by the employee and within ten (10)
8 business days of notice, a meeting to explain such action shall be held with
9 a representative of the Employer. At the employee's request a
10 representative of the Union shall attend such meetings. Such rejection is
11 not subject to the grievance procedure, except in cases involving
12 discrimination, under Article XX.
13

14 Tentatively Agreed To:	
15 For the Union:	For the Employer:
16 _____	_____
17 Date:	Date:

18