

MEMORANDUM OF UNDERSTANDING (MOU)
between
Washington State University (WSU)
And
Washington Federation of State Employees (WFSE)

The purpose of this MOU is to clarify and resolve any and all matters relating to Article 21, Section 21.3 related to Bereavement Leave in the WSU and WFSE Collective Bargaining Agreement (Contract). The parties therefore agree to the below terms modifying the Contract provisions to accurately reflect Bereavement Leave allowances.

Background

1. The Washington State Office of Financial Management has updated Washington Administrative Code (WAC) 357-31-250, effective July 1, 2025, to increase guaranteed bereavement leave from three (3) days to five (5) days.
2. The updated WAC also expands qualifying reasons for bereavement leave to include the loss of pregnancy and, through related WAC updates (WAC 357-01-072 and WAC 357-01-172(3)), broadens the definitions of "child" and "family member."
3. The 2025–2027 Contract, Section 21.3 (A), provides three (3) guaranteed days of bereavement leave with the option of up to three (3) additional days for exceptional circumstances (such as extended travel or estate responsibilities).
4. Section 21.11 of the 2025–2027 Contract states:
"If the Washington Administrative Code (WAC) 357-31 provides a greater benefit than outlined in Article 21 of this Agreement, then the Employer shall follow the applicable WAC for all employees covered by this Agreement."
5. On June 18, 2025, the University offered the Union the option of keeping the current language or adopting the updated WAC provisions. On June 29, 2025, the Union expressed the desire for its members to receive the five (5) guaranteed days of bereavement leave under the updated WAC instead of the negotiated provision of three (3) guaranteed days of bereavement leave with the option of up to three (3) additional days for exceptional circumstances.

Agreement

1. Effective July 1, 2025, WSU will implement the bereavement leave provisions as outlined in WAC 357-31-250, as amended, for WFSE-represented employees.
2. Specifically, employees covered under the 2025–2027 Contract will receive five (5) guaranteed days of bereavement leave for qualifying events under the updated WAC, including those related to the loss of pregnancy and the expanded definitions of "child" and "family member."
3. These five (5) days of guaranteed bereavement leave under the updated WAC will replace the bereavement leave provisions under Section 21.3 (A) of the 2025–2027 Contract.
4. Consistent with Section 21.11 of the 2025–2027 Contract, no additional bereavement leave beyond the five (5) guaranteed days provided under WAC 357-31-250 will be available.
5. This MOU does not otherwise modify any other provision of the 2025–2027 Contract.
6. This MOU will remain in effect for the duration of the 2025–2027 Contract unless superseded by a future negotiated agreement or changes in applicable law.
7. WSU will place this finalized MOU on the Contract website and refer to the MOU "inline" at Section 21.3.

For WSU



Kendra Hsieh

07/14/2025

Date

For WFSE



Linda Emin

7/30/2025

Date