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Additional work offering – Assisting with Commencement

The State College & University Professional Association (SCUPA) and Indiana University of Pennsylvania (IUP) have reached the following agreement to offer additional work opportunities to SCUPA employees. This work, which has historically been shared across campus, involves assisting with Commencement exercises held during the Winter and Spring semesters of each academic year. The following process will apply:


- The University will notify all SCUPA employees of the dates on which additional Commencement work is available.
- Work assignments will be offered in seniority order to employees who volunteer by the established deadline.
- An employee may not volunteer for this additional work if overtime is being offered in their home department during the same time period.
- Employees selected for Commencement work who exceed 37.5 hours worked during the Commencement week will earn compensatory time, calculated at straight time or time and one-half, as applicable, based on the employee’s FLSA status.
- If additional volunteers are needed, management may require other SCUPA employees to work Commencement. In such cases management will make assignments in seniority order beginning with the least senior employees.
- There shall be an attempt to schedule and use any Compensatory time earned by a SCUPA employee when working Commencement, the week immediately following Commencement. If any compensatory time earned during Commencement is not used the week immediately following Commencement, it shall be paid out at the employee’s request in the pay period immediately following the week in which Commencement occurs.
- Either party may withdraw from this agreement by providing ten (10) days’ advance written notice to the other party provided that the ten (10) days is not within two weeks of the date of Winter or Spring Commencement.

This agreement shall not serve as precedent, nor shall it prejudice the rights of either party in any future or pending matter.

 4/5/2026

Lindsey A. McNickle
Director of Human Resources

Date

 4/6/2026

Erin Fritz Wood
President, Local SCUPA

Date

 4-6-26

Adam K. Weber
PSEA UniServ Representative, Cluster VIII, Southern Region

Date