

Leave Change Proposal

Phased Approach Beginning July 1, 2018

Administrative Employees and Department Chairs

FY 18/19: July 1, 2018 – June 30, 2019	FY19/20: July 1, 2019 – June 30, 2020	FY20/21: July 1, 2020 – June 30, 2021
<p>CHANGING: Annual Leave: Front load 192 hours of annual leave July 1st (+4 days/year)</p> <p>Sick Leave: Front load 192 hours of sick leave July 1st (+4 days/year) Allow roll over of sick leave Sick Leave Maximum- 320 hours Provide physician's note after 5 consecutive days missed</p> <p>Family Medical Leave Act (FMLA) Rolling FMLA, FY18/19 as lookback period. Rolling 12-month period measured backward from the date an employee uses any FMLA leave.</p> <p>Parental Leave: Up to 6-weeks of paid parental leave: maternity/paternity/adoption. <i>Required to use annual leave for leave beyond 6-week period. Medical certification requiring longer recovery period, use sick leave. Otherwise, required to use annual leave beyond 6-week paid parental leave. Upon conclusion of paid leave, employee must return to work for at least 6-weeks. If condition is not fulfilled, employee is required to repay the full amount of compensation received during the paid parental leave period. Exception is if they are unable to return to work because of a serious medical condition for himself or herself or immediate family member. Once starting paid leave, it must be taken consecutively and without interruption; paid parental leave may not be used on an intermittent basis.</i></p> <p>Medical Leave: Up to 6-weeks of paid medical leave for the employee's own self-serious medical condition. Medical certification requiring longer recovery period, use sick leave. <i>Upon conclusion of paid leave, employee must return to work for at least 6-weeks. If condition is not fulfilled, employee is required to repay the full amount of compensation received during the paid leave period. Exception is if they are unable to return to work because of a serious medical condition for himself or herself. Per rolling 12-month period. Cannot be taken intermittently, must be out for 5+ days.</i></p> <p>Elimination of Short-Term Disability Leave (STD)</p> <p>NOT CHANGING: Annual Leave: Front Loading Rollover Maximum – 320 hours</p> <p>Sick Leave: Front Loading</p>	<p>CHANGING: Annual Leave: Accrual- 16 hours per month (192 hrs. annual)</p> <p>Sick Leave: Front load 192 hours of sick leave July 1st (192 hrs. annual) ¼ payout of sick leave upon separation; must have 10+ yrs. service</p> <p>NOT CHANGING: Annual Leave: Rollover Maximum – 320 hours</p> <p>Sick Leave: Sick Leave Rollover Sick Leave Maximum- 320 hours Provide physician's note after 5 consecutive days missed</p> <p>Family Medical Leave Act (FMLA) Rolling FMLA</p> <p>Up to 6-weeks of paid parental leave: maternity/paternity/adoption <i>Required to use annual leave for leave beyond 6-week period. Medical certification requiring longer recovery period, use sick leave. Otherwise, required to use annual leave beyond 6-week paid parental leave. 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Exception is if they are unable to return to work because of a serious medical condition for himself or herself. Per rolling 12-month period. Cannot be taken intermittently, must be out for 5+ days.</i></p>	<p>CHANGING: Sick Leave: Accrual – 16 hours per month (192 hrs. annual)</p> <p>NOT CHANGING: Annual Leave: Accrual- 16 hours per month (192 hrs. annual) Rollover Maximum – 320 hours</p> <p>Sick Leave: Sick Leave Rollover Sick Leave Maximum- 320 hours ¼ payout of sick leave upon separation; must have 10+ yrs. service Provide physician's note after 5 consecutive days missed.</p> <p>Family Medical Leave Act (FMLA) Rolling FMLA Leave sequence: Sick Leave, Annual Leave</p> <p>Up to 6-weeks of paid parental leave: maternity/paternity/adoption <i>Required to use annual leave for leave beyond 6-week period. Medical certification requiring longer recovery period, use sick leave. Otherwise, required to use annual leave beyond 6-week paid parental leave. Upon conclusion of paid leave, employee must return to work for at least 6-weeks. If condition is not fulfilled, employee is required to repay the full amount of compensation received during the paid parental leave period. Exception is if they are unable to return to work because of a serious medical condition for himself or herself or immediate family member. Once starting paid leave, it must be taken consecutively and without interruption; paid parental leave may not be used on an intermittent basis.</i></p> <p>Medical Leave: Up to 6-weeks of paid medical leave for the employee's own self-serious medical condition. Medical certification requiring longer recovery period, use sick leave. <i>Upon conclusion of paid leave, employee must return to work for at least 6-weeks. If condition is not fulfilled, employee is required to repay the full amount of compensation received during the paid leave period. 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*Department Chairs maximum payout for annual leave is 40 hours.



Full-Time Faculty:

Annual Leave: N/A

Sick Leave: Transitioning towards up to 12-weeks of paid leave to faculty members who are experiencing a serious medical condition themselves, medical certification required. Faculty members missing 1-3 days of work should work with their department chair/dean regarding class coverage/scheduling.

Family Medical Leave Act (FMLA):

Rolling FMLA, AY18/19 as lookback period. Rolling 12-month period measured backward from the date an employee uses any FMLA leave.

Up to 6-weeks of paid parental leave: maternity/paternity/adoption

Medical certification requiring longer than a 6-week recovery period would be covered up to a maximum of 12-weeks. Upon conclusion of paid leave, employee must return to work for at least 6-weeks. If condition is not fulfilled, employee is required to repay the full amount of compensation received during the paid parental leave period. Exception is if they are unable to return to work because of a serious medical condition for himself or herself or immediate family member. Once starting paid leave, it must be taken consecutively and without interruption; paid parental leave may not be used on an intermittent basis. Leave taken beyond the physician imposed recovery period would be unpaid.

Employee- Paid FMLA leave through end of the physician imposed recovery period, per medical certification to a maximum of 12-weeks. *Upon conclusion of paid leave, employee must return to work for at least 6-weeks. If condition is not fulfilled, employee is required to repay the full amount of compensation received during the paid parental leave period. Exception is if they are unable to return to work because of a serious medical condition for himself or herself or immediate family member.*

Employee's Family Member- 24 Day's Paid Leave