

ITEMS FOR DISCUSSION AND ACTION\ACADEMIC AND PERSONNEL

April 23, 2020

ACTION: **Approve Amendments to Crisis Leave Donation Provisions in All Collective Bargaining Agreements**

The proposed changes to these crisis leave sharing programs would allow more employees to donate leave to help other employees with low leave balances deal with COVID-19 issues. All three unions have preliminarily approved these changes.

NAPE

Section 19.8 Crisis Leave Sharing Program. Employees may contribute accrued vacation leave, accrued sick leave or compensatory hours to benefit another employee at the same College who is suffering from a catastrophic illness or who is unable to report to work due to pandemic quarantine measures. Vacation leave, sick leave or compensatory hours may be donated in no less than one (1) day increments. Hours donated but not used will be maintained in a crisis leave sharing pool and distributed on an as needed basis to eligible employees by a Shared Leave Committee designated by the College which shall include at least one (1) support staff bargaining unit employee.

The Committee will determine the amount of donated leave an employee may receive and may only authorize an employee to use up to a maximum of ninety (90) days in a twelve (12) month period. To be eligible to receive donated leave, an employee must ~~have been employed for at least twelve (12) consecutive months and have had absences of at least thirty (30) days during the prior six (6) months and~~ have exhausted all paid leave ~~due to his or her own serious health condition, as defined, and which has caused, or is likely to cause, the employee to take leave without pay.~~

The crisis leave sharing program will permit salary and health insurance continuation for those employees receiving shared leave.

Details of this program are available at the Human Resources Office.

NSCPA

Section 14.5 Crisis Leave Sharing Program

Unit members may contribute accrued vacation, compensatory time, or ~~one (1) day of~~ accrued sick leave ~~per calendar year~~ to benefit another employee at the same College who is suffering from a catastrophic illness or who is unable to report to work due to pandemic quarantine measures. To be eligible to receive leave, employees must have exhausted their own leave options, ~~have been employed for at least twelve (12) consecutive months and have been absent for at least thirty (30) days during the prior six (6) months.~~

~~To be eligible to donate sick leave, employees must maintain a minimum of one hundred sixty (160) hours of sick leave.~~ Accrued vacation or sick leave may be donated in no less than one (1) day increments. Hours donated, but not used, will be maintained in a shared leave pool and distributed on an as needed basis to eligible employees by a Shared Leave Committee

designated by the College and including a unit member. The Committee will determine the amount of donated leave an employee may receive and may only authorize and employee to use up to a maximum of ninety (90) days in a twelve (12) month period. The crisis leave sharing program will permit salary and insurance continuation for those employees receiving shared leave.

Details of this program are available at the Human Resource Office and on the HR Website.

SCEA

Section 11.13 Crisis Leave Donations

Faculty members may contribute ~~three (3) days of~~ accrued sick leave ~~per leave per calendar year~~ to benefit another employee at the same College who is suffering from a catastrophic illness ~~or who is unable to report to work due to pandemic quarantine measures~~. Sick leave shall be donated in no less than a one (1) day increment. Hours donated, but not used, will be maintained in a shared leave pool and distributed on an as needed basis to eligible employees by a Shared Leave Committee designated by the College which shall include at least one (1) faculty member from the SCEA bargaining unit.

The Committee will determine the amount of donated leave an employee may receive and may only authorize and employee to use up to a maximum of ninety (90) days in a twelve (12) month period. To be eligible to receive donated leave, an employee must ~~have been employed for one (1) academic year, had absences of at least thirty (30) days during the prior six (6) months and~~ have exhausted all paid leave. The crisis leave-sharing program will permit salary and health insurance continuation for those employees receiving shared leave.

Details of the Crisis Leave Sharing Program are available at the College Human Resources Office.

The System Office recommends approval of the Amendments To Crisis Leave Donation Provisions in All Collective Bargaining Agreements.