



PAID SICK LEAVE POLICY EFFECTIVE 7/1/2015

	PRIOR TO 7/1/2015 Paid Sick Leave Accrual Policy	Effective 7/1/15 Paid Sick Leave Accrual Policy based on new CA Sick Leave Law AB 1522 http://www.dir.ca.gov/dlse/ab1522.html
Ranked Tenure and Tenure Track Faculty (<i>not represented by the SEIU</i>)*	Receive (4) weeks of paid sick leave for every year worked; maximum accrual of (12) weeks	No change to policy. Change to reporting: earned hours will now be reflected in the Leave Plan Summary and Pay Stub links in GaelXpress. Sick leave use will continue to be coordinated with HR.
Per Course Adjunct Professor [^]	Do not receive paid sick leave	Front load 24 hours upon hire, replenish each July 1st
FT Staff (1,560 or more hours per year or 30+ hours per week)	Accrue one paid sick leave day per month of service; maximum accrual of 60 working days	No change to policy or reporting.
PT Staff (1,040 – 1,559 hours per year or 20-29 hours per week)	Receive pro-rated paid sick leave based upon percentage of full time status	No change to policy or reporting.
Variable Hour Employees (Temps, On-Call, Summer Camp)	Do not receive paid sick leave	Change to policy: will receive 1 hour of paid sick leave for every 30 hours worked to a maximum of 48 hours. Change to reporting: earned hours will now be reflected in the Leave Plan Summary and Pay Stub links in GaelXpress. Employees will document sick leave used on biweekly or semi-monthly attendance reports.
Student Employees		
Student Employees (Federal Work Study)		

[^] Added to table 5/8/2017