MEMORANDUM

DATE: July 31, 2015

TO: Monquie Musick, Staff Alliance Chair

FROM: Pat Gamble, President

RE: Staff Alliance Motion 2015-01 – Addition of Language to UA Regulation 04.06.130 Sick Leave for the Purpose of Allowing Sick Leave Donation for Bereavement

Based on Staff Alliance’s Motion 2015-01 proposing changes in the Leave Share regulation to allow use of donated leave for bereavement and intermittent Family Medical Leave, I concur changes should be made and have instructed the Statewide Human Resources office to draft regulation revisions in cooperation with General Counsel to reflect these issues.

Necessarily, regulation changes must be circulated to University leadership and governance for proper vetting and I have asked that the necessary changes be made and circulated expeditiously.

Preliminary conversations with SWHR indicate that changes to these regulations are near completion and will include the following:

- Add a new use of sick leave for bereavement leave of up to 5 days after the death of an immediate family member, in addition to the 5 days of funeral leave that is currently permitted.
- Amend the leave share regulations to include bereavement leave (as requested by Staff Alliance).
- Change the leave share qualifying time period from 10 consecutive work days (also as requested by Staff Alliance), to 80 work hours within a period of 28 calendar days (pro-rated for part-time employees).
Monquie Musick  
July 31, 2015  
Page 2

- Incorporate several other changes that have been discussed in recent years, including a change from a calendar year system for leave share to the same rolling 12 month system that is used for FMLA leave, and new definitions that more closely match the IRS definitions for a bona fide leave sharing program for medical emergencies.

PKG

cc:  Joseph Altman, System Governance Office Executive Officer  
Ardith Lynch, Associate General Counsel  
Erik Seastedt, CHRO  
Chancellors