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## **Article XX - Sick Leave**

### **A. GENERAL CONDITIONS**

1. Academic Researchers accrue sick leave at the rate of one (1) day per month for full-time service, including leaves with pay. Academic Researchers appointed less than full-time but at 50% or more accrue sick leave at a proportional rate.
2. The University shall carry forward unused sick leave to subsequent eligible appointments at the University of California. If an Academic Researcher transfers to a position in the University for which sick leave does not accrue, then the Academic Researcher shall retain the sick leave balance. Unused accrued sick leave balances will be converted to UCRP service credit at retirement, in accordance with UCRP provisions, if an appointee retires within four (4) months after leaving University employment.
3. An Academic Researcher who is reemployed after a separation from employment of less than fifteen (15) calendar days shall have all sick leave from prior service reinstated. If the separation from employment lasted more than fifteen (15) calendar days but less than six (6) months, not more than ten (10) work days of sick leave shall be reinstated. If the separation lasted for six (6) months (180 days) or more, sick leave shall not be reinstated. An Academic Researcher who is reemployed from layoff status shall have all sick leave reinstated.

### **B. USE OF SICK LEAVE**

1. Use of Sick Leave is recorded in one-day increments. Approved absences of less than one full day do not require the use of sick leave.
2. For the purposes of this Article, a "day" means a "workday". Academic Researchers who are on a reduced schedule use a full day of sick leave when absent for their entire reduced time "day" on which they are absent.

3. Sick leave shall be used in keeping with normally approved purposes, including for the Academic Researcher's personal illness, medical appointments, childbearing, parental leave, and disability. Sick leave may also be used for medical appointments for a family member, to attend to the illness of a family member, as defined below; or bereavement due to the death of an Academic Researcher's family member as defined in §D, below.
4. Sick leave may also be used when the Academic Researcher is taking Family and Medical Leave (a) due to the Academic Researcher's own serious health condition, (b) to care for a family member with a serious health condition, or (c) as Military Caregiver Leave. The definition of family member that applies to Family and Medical Leave taken to care for a family member with a serious health condition is set forth in §B.1.b. in Article XX – Leaves of Absence. For Family and Medical Leave taken as Military Caregiver Leave, the covered service member may be the Academic Researcher's spouse, domestic partner, parent, son, daughter, or next of kin, as those terms are defined in §I.3. in Article XX – Leaves of Absence.
5. If an Academic Researcher uses sick leave to attend to the illness of an ill child, parent, sibling, spouse, or domestic partner, as those terms are defined in §D., below, the first six (6) days in which sick leave is used for this purpose per calendar year shall be designated as Kin Care.

### **C. DOCUMENTATION**

The University may require that an Academic Researcher submit satisfactory documentation of personal or family illness. Such requirement shall be communicated to the Academic Researcher in advance of his/her return to work.

### **D. DEFINITION OF FAMILY MEMBERS FOR SICK LEAVE**

Family member (including step-family member) for the purpose of sick leave and bereavement leave is defined as one's parent, parent-in-law, spouse, sibling, domestic partner, parent of domestic partner, grandparent, grandchild, child, son/daughter-in-law, adopted or foster child (including children of a domestic partner or legal ward who is under 18 years old). Parent includes a biological, foster or adoptive parent, step-parent or legal guardian, or an individual who stood in loco parentis while the Academic Researcher was a child. Child includes a biological, adopted, foster, step, legal ward, or a child for whom the Academic Researcher stands in loco parentis, provided the child is either under the age of 18 years old or incapable of self-care because of a mental or physical disability.

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