

Pitzer College
Sick Leave
Faculty
Effective July 1, 2015

Eligibility

All eligible Faculty working 30 or more days per year will be granted paid sick leave to use for the following purposes:

1. Diagnosis, care, or treatment of an existing health condition of, or preventive care for, a faculty member or faculty member's family member.
 - a. "Family member" means any of the following:
 - i. A child, meaning a biological, adopted, or foster child, stepchild, legal ward, or a child to whom the employee stands in loco parentis. This definition of a child is applicable regardless of age or dependency status.
 - ii. A biological, adoptive, or foster parent, stepparent, or legal guardian of an employee or the staff member's spouse or registered domestic partner, or a person who stood in loco parentis when the staff member was a minor child.
 - iii. A spouse.
 - iv. A registered domestic partner.
 - v. A grandparent.
 - vi. A grandchild.
 - vii. A sibling.
 - b. If the member of the faculty is a victim of domestic assault, sexual violence, and/or stalking.

Earning Rates

Tenure/Tenure Track Faculty: All tenure and tenure track faculty receive sick time in accordance with the faculty handbook. Please refer to the faculty handbook for specific policies on long term leaves of absence and coordination with disability benefits. The minimum amount of sick days required (3 days) will be displayed on the monthly pay stub.

Adjunct Faculty: Adjunct faculty will be granted three (3) days (24 hours) of sick time after completing 30 days of employment or immediately upon rehire if the 30 days have been met previously and at the beginning of the semester hired thereafter.

"Paid sick days" means time that is compensated at the same rate as the faculty normally earns during regular work hours.

Maximum Balances

Adjunct faculty may not accrue more than 3 days (24 hours) of sick leave at any time. Accrued unused sick time will not be paid at the time of termination.

Usage

Tenure and Tenure-track faculty may begin using sick time immediately upon hire.

Adjunct faculty may use sick leave beginning on the 90th days of employment or immediately if the 90 days have been previously met.

If the need for paid sick leave is foreseeable, the faculty member shall provide reasonable advance notification. If the need for paid sick leave is unforeseeable, the faculty member shall provide notice of the need for the leave as soon as practicable to the Dean of Faculty.

If you have any questions call the Human Resources Office at ext. 18254.

Effective Date: July 1, 2015