

POLICY ON FACULTY SICK LEAVE AND L.T.D.

27 July 1999

1. Faculty members do not accrue sick leave. If illness or disability prevents a faculty member from performing his or her University obligations, the faculty member must make arrangements with his or her chair or Dean to ensure that all such responsibilities are met for the current quarter. During that quarter, the faculty member ordinarily will continue to receive full salary and benefits and such leave shall count towards leave under the Family and Medical Leave Act.

2. Faculty members are required to participate in the Basic Long Term Disability Plan and are encouraged to purchase the Optional Plan. (Contact the Benefits Office for more details.) If the faculty member's inability to fulfill his or her University obligations will extend into a second quarter, the faculty member and chair or Dean shall immediately notify the Provost's Office to begin consideration of the appropriateness of the faculty member utilizing the Long Term Disability (L.T.D.) program for the duration of the condition. Individuals are eligible for L.T.D. benefits as of the first day of the month after three months of disability, although the application process for benefits may commence prior to that time if the individual is expected to remain disabled as of the eligibility date. If the Provost's Office, relying on competent medical opinion, determines that the faculty member's fully disabling condition will extend into the eligibility period for L.T.D., the faculty member must apply for L.T.D. immediately. If the faculty member so applies for L.T.D., the University will continue to pay the faculty member's full salary and benefits until the insurance carrier makes a determination on the application for L.T.D., up to an additional quarter beyond that provided in (1) above and such leave shall count towards leave under the Family and Medical Leave Act. Thereafter, if approved, the faculty member will receive L.T.D. benefits.

3. If a faculty member goes on L.T.D., he or she may resume his or her University position within two years of the first day of leave upon a finding by the Provost's Office, supported by competent medical opinion and upon recommendation of the chair or the Dean to the Provost's office, that the faculty member is again able to fulfill satisfactorily his or her University obligations. In certain situations, a trial or observation period will be necessary in order to determine whether the faculty member is able to fulfill these obligations satisfactorily. Should the faculty member have a term appointment that ends during the period he or she is on L.T.D., the presumption is that the appointment will expire at the end of the term, pursuant to section 11.2 of the University Statutes.

4. Should the faculty member decide not to apply for L.T.D., the maximum paid leave for inability to perform University obligations will be three months from the first day of leave and such leave shall count towards leave under the Family and Medical Leave Act. In the event the faculty member does not apply for L.T.D. or is denied L.T.D. benefits by the insurance carrier, he or she may apply for an unpaid leave of absence for a period for up to two consecutive years from the first date of the leave which renders the faculty member unable to perform his or her University obligations. If the faculty member remains unable to fulfill satisfactorily his or her University obligations after two years, the faculty member's appointment at the University may be subject to termination. Should the faculty member have a term appointment that ends in less

than two years, the unpaid leave will be coterminous with the remaining portion of the appointment term, and the presumption is that the appointment will expire at the end of the term, pursuant to section 11.2 of the University Statutes.

5. Should a faculty member be partially disabled but still able to perform his or her essential duties, the faculty member and the chair or Dean will make recommendations to the Provost's Office concerning which accommodations, if any, may be reasonable under the circumstances and whether partial L.T.D. from the insurance carrier is an option for the faculty member. Policies for maternity leave for faculty members and FMLA leave are available from the Provost's Office.

6. At age 65, L.T.D. benefits terminate. Tenured faculty on L.T.D. at attainment of age 65 may apply for University retirement benefits.