Short-term Medical Leave Motion

**Rationale**
The current handbook language for short-term medical leave implies that it is optional to coordinate this with California State Disability Insurance. It is not in the faculty’s best interests (individually or collectively) for this to be optional. Foregoing use of this benefit costs the college real money, and costs employees earned sick-leave hours as well as potential tax benefits. If we fall ill, and then file for and receive disability payments to cover much of our salary, the college can use what it would normally have spent on our salary to pay for our replacement. If we don’t fill in the forms, the college receives no money and must therefore pay for our replacement out of general funds. The impact then falls on end-of-year funds for discretionary expenses (conference travel, equipment purchases etc.). It is therefore to our collective advantage to ensure that eligible faculty apply for this state benefit.

The current motion comes from Faculty Council, but it was the Budget and Salary Committee that did the bulk of the work, in consultation with Human Resources. The motion does the following three things:
1. It clarifies that application for SDI benefits is mandatory rather than suggested.
2. It removes explanatory language that is unnecessary in a policy document and which obscures the clear intent that faculty file for SDI benefits.
3. It aligns faculty policies with our overall employee policies (the employee handbook already stipulates that if eligible one must apply for SDI benefits).

**Motion**
To alter sections 2.7.2.d) and 2.8.1.5.c) of the Faculty Handbook in order to update policy relating to faculty on short-term medical leave.

**Current Handbook Language**

**2.7.2 Extended Medical Leave**

d) Medical leave may be coordinated with State Disability Insurance (SDI) payments for non-work related conditions. In cases of non-work related leaves exceeding 90 days, Long Term Disability Insurance (LTD) may apply. The Human Resources Department should be consulted prior to the leave for more information concerning eligibility for and use of SDI and LTD. It is an advantage both to the College and to the faculty member to make use of SDI and LTD; in the case of the faculty member this will reduce the rate of depletion of one’s accrued leave time.
2.8.1.5 State Disability Insurance

c) If taken first, paid medical leave from the College will replace state disability payments for which the faculty member may be eligible. Therefore, to obtain the maximum benefits from the State, one should consider whether or not to request and exhaust benefits from the State first, before using paid medical leave available from the College. Upon request from the faculty member to the Human Resources Department, the College will coordinate paid medical leave with state disability payments, making up the difference between the partial salary replacement benefit from the State, and regular full salary, to the extent that the faculty member has paid medical leave available from the College.

Proposed New Handbook Language (additions in bold, deletions struck through)

2.7.2 Extended Medical Leave

d) **Personal** medical leave may be coordinated with State Disability Insurance (SDI) payments for non-work related conditions. In order to receive short-term disability benefits, the disabled employee must file for California State Disability Insurance (SDI) benefits. In cases of non-work related leaves exceeding 90 days, Long Term Disability Insurance (LTD) may apply. The Human Resources Department should be consulted prior to the leave for more information concerning eligibility for and use of SDI and LTD. It is an advantage both to the College and to the faculty member to make use of SDI and LTD; in the case of the faculty member this will reduce the rate of depletion of one’s accrued leave time.

2.8.1.5 State Disability Insurance

c) If taken first, paid medical leave from the College will replace state disability payments for which the faculty member may be eligible. Therefore, to obtain the maximum benefits from the State, one should consider whether or not to request and exhaust benefits from the State first, before using paid medical leave available from the College. Upon request from the faculty member to the Human Resources Department, the College will coordinate paid medical leave with state disability payments, making up the difference between the partial salary replacement benefit from the State, and regular **net full** salary, to the extent that the faculty member has paid medical leave available from the College.