Benefits and Privileges: APM - 710 - Leaves of Absence/Paid Sick Leave/Paid Medical Leave

710-0 Policy

a. Eligible full-time faculty members (as defined in APM - 110-4-(15)), as well as full-time Agronomists, Astronomers, and Curators, shall be granted paid medical leave for periods of personal illness, injury, or disability. (See APM - 710-11, or APM - 670-20-c-(1) and (2) if participating in the Health Sciences Compensation Plan (HSCP).) Paid medical leave is distinct and separate from the paid sick leave bank and accrued paid sick leave.

b. Eligible faculty members (as defined in APM - 110-4-(15)), including those who are participants in the Health Sciences Compensation Plan (HSCP), as well as Agronomists, Astronomers, Curators, and "by agreement" appointees in university extension pursuant to APM - 600 – Appendix 9, do not accrue paid sick leave and shall be granted a bank of six (6) days of paid sick leave per calendar year in accordance with APM - 710-13. The paid sick leave bank is distinct and separate from paid medical leave and accrued paid sick leave.

c. Eligible non-faculty academic appointees accrue paid sick leave. (See APM - 710-14.) Accrued paid sick leave is distinct and separate from paid medical leave and the paid sick leave bank.

d. APM - 710 does not apply to Postdoctoral Scholars (see APM - 390).

e. APM - 710 does not apply to student academic appointees.

f. APM - 710 does not apply to academic appointees recalled pursuant to APM - 205. Recalled academic appointees are not eligible for paid medical leave, a paid sick leave bank, accrual of paid sick leave, or reinstatement of any previous paid sick leave balances.

g. For academic appointees holding an appointment with a specified ending date, paid sick leave or paid medical leave shall not be approved beyond the ending date of the appointment. In the event the appointment is renewed or extended or a subsequent appointment is made, further leave may be granted.

h. See APM - 715-20 regarding the use of paid sick leave or paid medical leave during qualifying family and medical leaves.

i. A paid or unpaid leave taken under this policy shall be counted against the academic appointee's family and medical leave entitlement if the leave qualifies as family and medical leave. (See APM - 715-0).

j. For exclusively represented academic appointees refer to the applicable Memorandum of Understanding.

k. If an academic appointee also holds a staff title, the employee may be eligible for paid sick leave in their staff title, as provided by Personnel Policies for Staff Members (PPSM) 2.210: Absence from Work or the applicable collective bargaining agreement. For SMG members who also hold academic appointments, their paid sick leave eligibility in the SMG title is determined by PPSM 2.210 rather than by APM - 710.

710-1 Related Policies

For other related policies, refer to the Academic Personnel Manual sections listed below:

a. APM - 133, Limitation on Total Period of Service with Certain Academic Titles

b. APM - 670, Health Sciences Compensation Plan

c. APM - 711, Reasonable Accommodation for Academic Appointees with Disabilities

d. APM - 715, Leaves of Absence/Family and Medical Leave

e. APM - 730, Leaves of Absence/Vacation

f. APM - 758, Leaves of Absence/Other Leaves with Pay

g. APM - 759, Leaves of Absence/Other Leaves Without Pay

h. APM - 760, Family Accommodations for Childbearing and Childrearing

710-11 Eligibility for Paid Medical Leave for Academic Appointees Who Do Not Accrue Paid Sick Leave

Paid medical leave benefits for faculty who are participants of the HSCP are described in APM - 670 and the relevant School Implementing Procedures and Department Guidelines. In the absence of specific School Implementing Procedures, the leave provisions as described in this policy will be used. Extended illness leave for HSCP participants may not exceed the maximum time period allowable under APM - 710-11-a and b. Paid medical leave is distinct and separate from the paid sick leave bank (APM - 710-13) and accrued paid sick leave (APM - 710-14).

Eligible faculty members (as defined in APM - 110-4-(15)), as well as Agronomists, Astronomers, and Curators, who are not participants of the HSCP and who have a full-time appointment for at least a full academic year (three (3) quarters or two (2) semesters) who are unable to work for reasons of personal illness, injury, or disability shall be granted paid medical leave as follows:

a. Eligible academic appointees with term appointments will not be granted paid medical leave beyond the end date of the term appointment except in cases of reappointment.

b. Eligible academic appointees with less than ten (10) years of University of California service in an eligible title that does not accrue paid sick leave shall be granted a maximum of two (2) quarters (or one (1) semester) for academic-year appointees, or six (6) months for fiscal-year appointees, of consecutive or intermittent paid medical leave within a ten (10) year period for personal illness, injury, or disability.

c. Eligible academic appointees with ten (10) or more years of University of California service in an eligible title that does not accrue paid sick leave shall be granted a maximum of three (3) quarters (or two (2) semesters) for academic-year appointees, or twelve (12) months, for fiscal-year appointees, of consecutive or intermittent paid medical leave within each subsequent ten (10) year period for personal illness, injury, or disability.

d. Paid medical leave under APM - 710-11 and APM - 670-20-c does not accrue. Therefore, if it is not used, it does not carry over to subsequent ten (10) year periods and does not convert to University of California Retirement Plan (UCRP) service credit and/or retiree health service credit upon retirement or election of UC retiree health benefits as a Savings Choice participant under the terms and conditions of the Group Insurance Regulations. Each ten (10) year period starts a new period of paid medical leave eligibility.

e. University of California Retirement Plan (UCRP) service credit accrues while an academic appointee is on a UC-paid medical leave, in accordance with UCRP provisions.

f. Eligible academic appointees may also be eligible for employer-paid Basic Disability benefits and, if enrolled, for University of California employee-paid Voluntary Short-Term or Voluntary Long- Term Disability Insurance benefits.

g. While receiving injury or illness compensation under the Workers' Compensation Act, an absent eligible academic appointee may use available paid medical leave to supplement Workers' Compensation payments, provided the total of the medical leave pay and workers' compensation benefit does not exceed the appointee's University of California Retirement Plan (UCRP) covered compensation for the period.

This policy provides paid leave in addition to normal childbearing and childrearing leaves. (See APM - 760-25-b or APM - 670-20-c-(2).)

710-13 Eligibility for a Paid Sick Leave Bank for Academic Appointees Who Do Not Accrue Paid Sick Leave

Eligible faculty members (as defined in APM - 110-4-(15)), including those who are participants in the Health Sciences Compensation Plan (HSCP), as well as Agronomists, Astronomers, Curators, and "by agreement" appointees in university extension pursuant to APM - 600 – Appendix 9, who also have an appointment of at least thirty (30) calendar days in a calendar year shall receive a bank of six (6) days of paid sick leave per calendar year. The bank will be credited and available for use on the next working day following the first month or quadri-weekly pay cycle. A new bank of six (6) days of paid sick leave is subsequently available on January 1 of each following year. The bank of unused paid sick leave days

expires on each December 31 or the last date of appointment if the appointment ends before December 31. The paid sick leave bank is distinct and separate from paid medical leave as described in section APM - 710-11 and accrued paid sick leave as described in section APM - 710-14. The maximum number of days an academic appointee can have in a paid sick leave bank at any time is six (6) days. The paid sick leave bank does not accrue and does not carry over.

710-14 Eligibility and Rate of Accrual for Academic Appointees who Accrue Paid Sick Leave

The following groups of non-student academic appointees who have a paid appointment and a Full-Time Equivalent (FTE) percentage shall accrue paid sick leave. Visiting appointees in the following titles or series are eligible to accrue paid sick leave credit provided they have a paid appointment. (See APM - 230-20-f.) Accrued paid sick leave is distinct and separate from paid medical leave (APM - 710-11) and the paid sick leave bank (APM - 710-13). For academic appointees in the following title series who are covered by a Memorandum of Understanding, accrual of paid sick leave is governed by the applicable Memorandum of Understanding.

a. Academic Administrator series

b. Academic Coordinator series

c. Associate University Librarian and Assistant University Librarian

d. Continuing Educator series

e. Cooperative Extension Advisor series

f. Coordinator of Public Programs series

g. Librarian series

h. Professional Research series

i. Project (e.g., *Scientist*) series

j. Specialist series

k. Specialist in Cooperative Extension series

l. University Extension Teachers

Eligible fiscal-year appointees accrue paid sick leave at the rate of one (1) working day per month for full-time service, including leaves with pay. Eligible academic-year appointees accrue paid sick leave only during the months of their service period, at the rate of one (1) working day per month for full-time service, including leaves with pay. Eligible fiscal-year and academic-year academic appointees at less than full-time accrue paid sick leave at a rate proportionate to their appointment.

Accrued paid sick leave is credited and available for use on the next working day following each month or quadri-weekly pay cycle in which it is earned, except that eligible separating academic appointee earn proportionate paid sick leave through their last day on pay status.

Eligible academic appointees also accrue paid sick leave during the first three days of a curtailment leave.

An academic appointee who is on leave without pay for a work-incurred injury, illness, or disability and is receiving temporary disability payments accrues paid sick leave on the same basis as if regularly employed, but such accrued paid sick leave is credited to the academic appointee only upon return to work.

There is no maximum limit on the amount of paid sick leave that can be accrued, and unused accrued paid sick leave carries over from one year to the next.

710-20 Use of Paid Sick Leave Bank and Accrued Paid Sick Leave

Use of paid sick leave is governed by the following:

a. "Paid sick leave" refers to an academic appointee's (1) paid sick leave bank, when appointed in a title in which a paid sick leave bank is provided, or (2) accrued paid sick leave, when appointed in a title in which paid sick leave accrues. Eligible academic appointees may only use a paid sick leave bank when appointed in a title in which a paid sick leave bank is provided and may only use accrued paid sick leave when appointed in a title in which paid sick leave accrues. Paid sick leave is available for use only during scheduled work hours.

b. If the need to take paid sick leave is foreseeable, an academic appointee must provide reasonable advance notification of the need to use paid sick leave to their supervisor, department chair, or equivalent academic unit head, either orally or in writing, including the expected length of the leave and whether the academic appointee is choosing to designate the paid sick leave as protected. If the need to take paid sick leave is unforeseeable, an academic appointee must inform their supervisor, department chair, or equivalent academic unit head, as soon as practicable either orally or in writing and include whether the academic appointee is choosing to designate the paid sick leave as protected. When appropriate, the academic appointee may be required to provide documentation supporting the need for paid sick leave.

   Academic appointees must comply with local procedures concerning notice requirements.

   For paid sick leave used during a family and medical leave, see APM - 715 for the notice requirements for family and medical leave.

c. Eligible academic appointees shall use paid sick leave in keeping with normally approved purposes including diagnosis, care, or treatment of an existing physical or mental health condition; preventive care; childbearing and childrearing (see APM - 715 and 760); disability; or as permitted by APM - 758. The University will maintain the confidentiality of health

information regarding an academic appointee or academic appointee's family member and will not disclose such information except as required by law.

d. Eligible academic appointees can also use paid sick leave for diagnosis, care, or treatment of an existing physical or mental health condition or preventive care for an academic appointee's child regardless of age or dependency status, parent, spouse, domestic partner, sibling, grandparent, grandchild, or designated person. For paid sick leave purposes, a "designated person" is a person identified by the academic appointee at the time the appointee requests paid sick leave. Academic appointees are limited to one designated person per calendar year. In-laws or step relatives in the relationships listed, including relatives of the domestic partner who would be covered if the domestic partner were the academic appointee's spouse, are also covered. "Child" also includes an adopted or foster child, legal ward, or a child to whom the academic appointee stands in place of a parent (*in loco parentis*). "Parent" also includes an adoptive parent, foster parent, or legal guardian of an academic appointee or the academic appointee's spouse or domestic partner, or a person who stood in place of a parent (*in loco parentis*) when the academic appointee was a minor child. This provision also covers other persons residing in the academic appointee's household.

e. Paid sick leave may be used, at the academic appointee's option, during family and medical leave to which the academic appointee is entitled under APM - 715 when the academic appointee is taking family and medical leave for any covered reason other than qualifying exigency leave. (See APM - 715-0-f for information on Qualifying Exigency Leave). In the case of the academic appointee's own illness, the academic appointee may be eligible for employer-paid Basic Disability benefits and, if enrolled, for University of California employee-paid Voluntary Short-Term or Voluntary Long-Term Disability Insurance benefits.

f. While receiving injury or illness compensation under the Workers' Compensation Act, an absent academic appointee may also use their paid sick leave bank when appointed in a title in which a paid sick leave bank is provided or accrued paid sick leave when appointed in a title in which paid sick leave accrues to supplement workers' compensation payments provided the total of the paid sick leave pay and workers' compensation benefit does not exceed the academic appointee's University of California Retirement Plan (UCRP) covered compensation for the period.

g. Compensation during use of paid sick leave is provided at a rate commensurate with the percentage of appointment in effect during the academic appointee's leave.

h. For those who accrue paid sick leave, accrued paid sick leave shall be used in proportion to the reduced workload during periods of active service-modified duties. (See APM - 760-28-b(2).)

i. An academic appointee may choose to designate up to six (6) days per calendar year of paid sick leave as protected paid sick leave if the appointee uses the days for any of the purposes specified below and complies with the notice requirements provided in APM - 710-20-b.

Protected paid sick leave includes and runs concurrently with kin care, which is not a separate leave entitlement. California's kin care law authorizes employees to use up to one-half of the sick leave they receive annually for the purposes for which employees may use protected paid sick

leave (e.g., this would be six (6) days for a fiscal year appointee who accrues twelve (12) days of paid sick leave a year). The University prohibits any form of retaliation or discrimination against an academic appointee for using or attempting to use protected paid sick leave; for making a complaint or alleging a violation of the protected paid sick leave provisions in this policy; for cooperating in an investigation regarding the same; or for opposing any policy, practice, or act that is prohibited by the protected paid sick leave provisions of this policy.

Eligible academic appointees may choose to designate available paid sick leave as protected if leave is taken for the diagnosis, care, or treatment of an existing physical or mental health condition of an academic appointee or an academic appointee's family member; preventive care for an academic appointee or an academic appointee's family member; or those purposes described in APM - 758-5-f (to attend crime-related judicial proceedings); APM - 758-5-g (for an academic appointee who is a victim of a qualifying act of violence or who has a family member who is a victim of a qualifying act of violence); or APM - 758-5-h (to appear as a witness when summoned by subpoena or court order).

The following definitions apply to protected paid sick leave. "Qualifying act of violence" is defined as in APM - 758-5-g. "Family member" means an academic appointee's child, parent, spouse, domestic partner, sibling, grandparent, grandchild, or designated person. Regardless of age or dependency status, "child" means a biological, adopted, or foster child, stepchild, legal ward, or a child to whom the academic appointee stands in place of a parent (in loco parentis). "Parent" means a biological, adoptive, or foster parent, stepparent, or legal guardian of the academic appointee or the academic appointee's spouse or domestic partner, or a person who stood in place of a parent (in loco parentis) when the academic appointee was a minor child. "Designated person" is a person identified by the academic appointee at the time the academic appointee requests paid sick leave. Academic appointees are limited to one designated person per calendar year for paid sick leave purposes. Other paid sick leave usage is covered by the other policy requirements.

j. Eligible academic appointees with term appointments will not be granted paid sick leave beyond the end date of the term appointment except in cases of reappointment.

k. An academic appointee may not use paid sick leave:

1. After a predetermined date of separation, retirement, or layoff;

2. During a temporary layoff or furlough; or

3. On an intermittent basis for purposes of eligibility for holiday pay and employer-paid contributions towards benefits. (However, if the academic appointee is taking family and medical leave on an intermittent or reduced schedule basis, see the applicable section in APM - 715.)

710-22 Recording Paid Medical Leave, Paid Sick Leave Bank, and Paid Sick Leave Accrual and Use

Each department or administrative unit is responsible for maintaining a complete and accurate record of all paid medical leave, paid sick leave bank, and accrued paid sick leave available and used by eligible academic appointees, including the academic appointees' current available leave balance(s).

Non-exempt academic appointees will record paid sick leave use to the nearest quarter hour.

The University will record paid sick leave used by exempt academic appointees in full-day increments or in increments not less than that portion of the day during which an academic appointee on less than full-time pay status is normally scheduled to work. The foregoing does not apply when an academic appointee is taking family and medical leave on an intermittent or reduced schedule basis. (See APM - 715.) If the academic appointee elects to use paid sick leave during a family and medical leave (see APM - 715-20-b), the academic appointee's paid sick leave balance will only be deducted for the actual amount of time taken as family and medical leave. An academic appointee who is eligible for paid sick leave but elects to take family and medical leave as unpaid leave shall not be paid for any hours or partial hours taken as family and medical leave.

710-24 Authority

Authority of Chancellors includes the Executive Vice President and Chief Operating Officer, the Provost and Executive Vice President, and the Vice President—Agriculture and Natural Resources in their areas of authority.

Authority to review and approve requests for paid sick leave and paid medical leave has been delegated as follows:

a. The Chancellor shall determine any appropriate documentation and campus approval procedures for all paid and unpaid leaves.

b. The criteria used under the Family and Medical Leave Act (FMLA), California Family Rights Act (CFRA), and the Pregnancy Disability Leave Law (PDLL) regulations will be used to determine required documentation during any family and medical leave (see APM - 715). The Chancellor should establish standards and procedures for the review of appropriate documentation when required for other paid and unpaid leaves. Campuses should determine what constitutes adequate certification for approval of leaves that do not qualify as family and medical leave and when such documentation will be required. When documentation is required, the information to be provided should include the academic appointee's estimated return to work date. The University may require certification from a University-selected health-care provider before approving a leave that does not qualify as family and medical leave, in which case the University shall pay the reasonable costs of any medical examinations requested or required by the University.

c. For academic appointees eligible for paid sick leave, the Chancellor may approve paid sick leave up to the total of an academic appointee's paid sick leave balance.

d. For academic appointees who do not accrue paid sick leave, the Chancellor is authorized to approve paid medical leave for personal health reasons in accordance with APM - 710-11 or APM - 670-20-c and campus guidelines. Such paid medical leave should be approved in advance whenever possible. Occasionally a Dean or department chair approves leaves for illness, injury, or disability for less than one (1) month. Such leaves should be counted against the maximum amount of paid medical leave provided under APM - 710-11 or APM - 670-20-c. For any period of paid medical leave longer than one (1) month, prior approval should be obtained from the designated campus authority to avoid conversion to unpaid leave.

e. Academic appointees are urged to apply for disability benefits before periods of paid sick leave or paid medical leave end.

f. If an academic appointee exhausts paid sick leave or paid medical leave, as applicable, and is still unable to return to work, Chancellors may approve leave without pay for up to one (1) year and may approve a longer leave without pay pursuant to APM - 759. Updated medical information or documentation shall be required to demonstrate the academic appointee's continuing inability to return to work. (Alternatively, APM - 080, Medical Separation, may be appropriate for long-term disability that cannot be reasonably accommodated).

g. When an academic appointee is ready to return to work, the chair, in consultation with the Disability Management Office (or equivalent), may evaluate the academic appointee's ability to resume the duties of the position. The chair may request a release to return to work and/or request a health- care provider's statement outlining any limitations and any accommodations that might be requested. (See APM - 711, Reasonable Accommodation for Academic Appointees with Disabilities). For leaves that do not qualify as family and medical leave, the University may require certification from a University-selected health-care provider before approving a return to work, in which case the University shall pay the reasonable costs of any medical examinations requested or required by the University.

710-28 Reasonable Accommodation for Academic Appointees with Disabilities

It is the policy of the University to provide reasonable accommodations to otherwise qualified academic appointees who are disabled or become disabled and need assistance to perform the essential functions of their positions, provided that the accommodation does not pose an undue hardship (see APM - 711).

710-38 Relation with Family and Medical Leave Entitlement

An academic appointee eligible for family and medical leave is entitled to up to twelve (12) workweeks of unpaid leave in a calendar year, unless the leave is taken as Military Caregiver Leave, which may be for up to twenty-six (26) workweeks in a single twelve (12) month period (see APM - 715-17), or Pregnancy Disability Leave, which may be for up to four (4) months per pregnancy (see APM - 760-25). Paid sick leave may be used during a family and medical leave that would otherwise be unpaid as

described in APM - 715-20. For academic appointees who do not accrue paid sick leave and/or vacation leave, the Chancellor may approve leave with pay (see APM - 710-11 or APM - 670-20-c for faculty who participate in the HSCP). Family and medical leaves will run concurrently with other approved leave(s) taken for a purpose that meets the criteria for a family and medical leave. See APM - 710-11 regarding the maximum amount of paid medical leave that may be granted to faculty members for reasons of personal illness, injury, or disability.

710-40 Effect on the Eight-Year Probationary Period of Assistant Professors

To determine years toward the eight-year limitation of service, the combined total periods of approved leave unrelated to academic duties and time off the tenure clock may not exceed two (2) years. (See APM - 133-17-g, Applicability of Periods of Leave.)

710-42 Sabbatical Leave Credit

Sabbatical leave credit is not accrued during a leave of absence with pay for one (1) quarter or semester or more, or for a leave of absence without pay of any length. (See APM - 740-11-h (3) and (4).)

710-44 Availability of Paid Sick Leave Upon Change in Position

Any unused accrued paid sick leave will remain available when an eligible academic appointee changes positions from a position in which paid sick leave accrues to another position within the University in which paid sick leave accrues.

If an eligible academic appointee changes positions from a position in which paid sick leave accrues to another position within the University in which paid sick leave does not accrue, any unused accrued paid sick leave will no longer be available but a record of that accrued paid sick leave will be maintained by the University so that the accrued paid sick leave may be reinstated: 1) if the academic appointee later changes to a position in which paid sick leave accrues; or 2) for conversion to UCRP service credit and/or retiree health service credit if the academic appointee retires or elects UC retiree health benefits as a Saving Choice participant, under the terms and conditions of the University of California Retirement Plan (UCRP) and Group Insurance Regulations (GIRs).

Any unused available paid sick leave from a paid sick leave bank will remain available when an eligible academic appointee changes positions in the same calendar year from a position in which a paid sick leave bank is provided to another position within the University in which a paid sick leave bank is provided.

If an eligible academic appointee changes from a position in which a paid sick leave bank is provided to another position within the University in which a paid sick leave bank is not provided, the sick leave from the paid sick leave bank will no longer be available but a record of that sick leave will be maintained by the University so that the paid sick leave bank may be reinstated: 1) if the academic appointee later changes in the same calendar year to another position in which a paid sick leave bank is provided; or 2) for conversion to UCRP service credit and/or retiree health service credit if the academic appointee retires

within that same calendar year or elects UC retiree health benefits as a Savings Choice Participant under the terms and conditions of the UCRP and GIRs, and before the paid sick leave bank expires on December 31.

710-46 Reinstatement of Paid Sick Leave

An academic appointee who separates from the University shall not be paid for any unused paid sick leave at the time of separation.

An academic appointee who separates from the University and is rehired into a position eligible for sick leave within one (1) year from the date of separation shall have all unused accrued paid sick leave from prior service reinstated and available for use, unless the leave balance was previously converted to UCRP service credit and/or retiree health service credit upon retirement, or election of UC retiree health benefits as a Savings Choice Participant. If the separation lasted for more than one (1) year, unused accrued paid sick leave shall not be reinstated.

An appointee who is reemployed in the same calendar year in which they previously received a paid sick leave bank, shall have unused days from their previous paid sick leave bank reinstated unless the leave balance was previously converted to UCRP service credit and/or retiree health service credit upon retirement or UC retiree health benefits as a Savings Choice participant.

For purposes of this section only, service with the State of California (including UC Law San Francisco) and the California State University shall be treated the same as University service.

710-95 Records

Chancellors and Vice Presidents shall assure that appropriate records are maintained in the department (or specified unit) for those academic appointees under their jurisdictions. Records relating to family and medical leave shall be maintained separately from other personnel records.

Revision History

January 1, 2026:

- Technical revisions in alignment with APM - 758 so that academic appointees may designate available paid sick leave as protected when using leave for purposes described in APM - 758-5-f and APM - 758-5-h.

April 9, 2025:

- Technical revisions to refer to victims of a qualifying act of violence (instead of victims of domestic violence, sexual assault, or stalking) and to update and move that content to APM - 758.
- Policy updated to allow academic appointees to designate available paid sick leave as protected.

- Technical revisions to references regarding conversion of sick leave to service credit to include conversion to retiree health service credit for Savings Choice participants under the terms of the Group Insurance Regulations.

January 1, 2025:

- Policy title updated to clarify the policy applies to paid sick leave.
- Policy updated to provide paid medical leave to Agronomists, Astronomers, and Curators who have a full-time appointment for at least a full academic year.
- Policy updated to permit paid sick leave accrual and usage to certain academic appointees who have a paid appointment of less than 50% FTE.
- Policy updated to provide a paid sick leave bank to eligible faculty members, as well as Agronomists, Astronomers, and Curators who have an appointment of at least thirty (30) calendar days in a calendar year.
- Policy updated to provide a paid sick leave bank to "by agreement" academic appointees in university extension who do not accrue paid sick leave who have an appointment of at least thirty (30) calendar days in a calendar year.
- Policy updated to include protected paid sick leave.
- Policy updated to extend the period during which accrued and unused paid sick leave may be reinstated if an academic appointee is reemployed after a separation from employment and to address reinstatement of unused days from a paid sick leave bank.
- Policy updated to allow use of paid sick leave for additional reasons, including preventive care and for specified purposes for victims of domestic violence, sexual assault, or stalking.
- Policy updated to provide notice requirements for an academic appointee to use paid sick leave.
- Policy updated to include recording of paid medical leave, paid sick leave bank, and paid sick leave accrual and use.

November 17, 2023:

- Technical revisions to add a designated person for family and medical leave due to changes to CFRA, effective 1/1/23.
- Policy updated to permit use of sick leave for medical appointments or illness of a designated person, effective January 1, 2023, and to add APM - 758, Leaves of Absence/Other Leaves, in the list of related policies in APM - 710-1.

February 10, 2022:

- Technical revisions to add additional qualifying family members for family and medical leave due to changes to CFRA.
- July 1, 2021:
- Technical revisions to clarify language.

May 1, 2019:

- Technical revisions to comply with law and existing policy, and to revise language for clarity. In addition, references to work incurred injury, illness, or disability were relocated to APM - 715.

For details on prior revisions, please visit the policy issuance webpage.