

ARTICLE XX. PAID LEAVES

Section 1. Sick/Personal Leave. Salaried GSWs shall receive a minimum of fourteen (14) days of paid sick/personal time off for a twelve (12) month appointment, prorated for less than a twelve (12) month appointment with no loss of compensation.

If an hourly GSW is not able to work for sick/personal reasons, they shall be provided the opportunity to make up lost work time for that day.

GSWs are permitted to use sick/personal time for, but not limited to, the following reasons:

1. Caring for their own physical or mental illness, injury or medical condition or for medical procedures, including abortions;
2. Caring for a physical or mental illness, injury, or medical condition of their child, spouse or partner, immediate or chosen family member;
3. Attending their own routine medical appointment;
4. Attending a routine medical appointment for their child, spouse or partner, immediate or chosen family member, and members of the household regularly sharing the employee's residence; or
7. Travel necessitated by any of the above

A GSW who is using a sick/personal day must inform their supervisor as soon as is reasonably possible.

GSWs may request additional days of paid sick/personal time and such requests shall not be unreasonably denied. A GSW may apply accrued vacation during the period of an approved leave.

Section 2. Family and Medical Leave. Any salaried GSW may take a Medical Leave of Absence of up to 12 weeks. This includes, but is not limited to the birth or adoption of a child, childcare, their own serious health condition or work-related disability, receiving gender-affirming care, addressing the psychological, physical, or legal effects of domestic violence, or care of an immediate family member with a serious health condition. GSWs may request an additional two (2) weeks of paid parental leave and two (2) weeks of unpaid parental leave, up to 4 weeks, and such requests shall not be unreasonably denied. GSWs may apply other accrued, unused paid time off (i.e., vacation, personal/sick) during any extension of unpaid parental leave.

GSWs will endeavor to notify their supervisor at least 30 days in advance of the anticipated birth, adoption of a child, scheduled medical procedure or other relevant circumstance, so that appropriate arrangements can be made to cover any teaching or research responsibilities. A GSW shall not be precluded from being appointed to a position comparable to the position they held before their leave solely because the GSW took a leave under this section.

The University shall extend to GSWs any improvements to parental leave offered to faculty

and staff.

The GSW's stipend, health insurance support and any other benefits under this Agreement will be maintained during such leave. Leaves taken under this section may be taken intermittently at the GSW's discretion.

Section 3. Bereavement leave. All GSWs may be absent without loss of pay or benefits for up to five (5) days when called for by a death in the immediate family or household.

In circumstances of logistical difficulty or severe emotional distress or religious observance, a longer paid absence may be appropriate. Such requests will not be unreasonably denied.

For the purpose of this leave, immediate family includes: the GSW's spouse or partner, children (including stepchildren), grandchildren, children-in-law, parents (including step-parents), grandparents, parents in-law, siblings, (including step siblings) and siblings-in law, chosen family members, household includes individuals regularly sharing the GSW's residence, and pets regularly sharing a GSW's residence.

Section 4. Civic Duty Leave. All salaried GSWs shall retain all compensation and benefits during jury duty or serving as a witness in a court case. Hourly GSWs shall be provided the opportunity to work with their supervisor to arrange to make up lost work time for that day.

Section 5. Military Leave. The University shall comply with any applicable state and federal laws governing military service and leaves.

Section 6. Immigration Leave. GSWs shall be eligible for up to ten (10) paid days of leave per year in order to attend immigration, citizenship, and/or documentation proceedings and any other related matters for the GSW and the GSW's family. A GSW may request additional paid days off from their supervisor(s) and requests shall not be unreasonably denied.

Section 7. GSWs shall retain any and all other rights under state and federal law regarding leaves of absence. Nothing in this Article affects a GSW's right to request a leave from an academic program.

Section 9. GSWs shall make reasonable effort to provide as much advance notice as possible before taking any leave under this Article.