PROPOSAL

SSP 2016/2017-001

I. Title:
FMLA and Accrued Leave

II. Sponsorship:
Personnel Policies and Compensation Committee

III. Proposal Statement:
We propose to stop the practice of limiting employees’ use of sick leave in FMLA cases for maternity/paternity/adoption/foster care placement.

IV. Background:
In all other cases of FMLA, employees are not restricted in the type of accrued leave that they use (except in circumstances of comp time). We propose to remove restrictions on cases of FMLA involving maternity/paternity/adoption/foster care placement to treat all cases of FMLA equally. The leave is already accrued, so employees should be allowed choice in relation to their benefit package. Faculty do not accrue vacation and therefore are not subject to this same limitation in cases of maternity/paternity/adoption/foster care placement. This proposal seeks to establish more equitable policies between faculty and staff.

a. The University of Oklahoma, Oklahoma State University, Oklahoma Regents for Higher Education and State of Oklahoma offices do not impose the same types of restrictions on use of sick or vacation leave in cases of FMLA

V. Definition of Terms: (In relation to FMLA)
- FMLA – Family Medical Leave Act 1994
- Maternity*-Motherhood, the period during pregnancy and shortly after childbirth
- Paternity*-Fatherhood, the period during and shortly after childbirth
- Adoption- May be taken before the actual placement of the child, expires 12 months after placement
- Foster Care Placement- May be taken before the actual placement of the child, expires 12 months after placement

**UCO recognizes all employees as per federal guidelines that outline eligibility for FMLA.
VI. **Office(s) Contacted:** (List all offices/departments contacted for information, and keep record of the conversations in your Senate files.)

<table>
<thead>
<tr>
<th>Name</th>
<th>Office/Department</th>
<th>Date Contacted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diane Feinberg</td>
<td>Human Resources</td>
<td>January 18, 2017</td>
</tr>
<tr>
<td>Beth Kerr</td>
<td>Legal Counsel</td>
<td>January 18, 2017</td>
</tr>
<tr>
<td>Brad Morelli</td>
<td>Legal Counsel</td>
<td>January 18, 2017</td>
</tr>
</tbody>
</table>

VII. **Office(s) Affected:** (Be specific, as these offices may receive the proposal, if passed.)

Human Resources and Payroll Services, timekeepers may be affected in entire campus.

VIII. **Directed to:**

The entire University of Central Oklahoma campus.

Passed by consent of the UCO Staff Senate this 7th day of March, 2017

[Signature]

Taylor Baird, Staff Senate President