

Updates to UTA Policy No.05.02 – Policy Clarifications

Added language incorporating current practice into policy for clarification:

- Sick Leave usage, return to work requirements, accrual and usage increments, benefit applied at time of termination
- Vacation time accrual and usage increments
- Retiree Medical Account conversation calculation
- Parental Leave used only once per child
- Absence classification when paid time off benefits are exhausted
- Any exceptions for Trustees, Executive Director, or Chief Officers
- Sick Leave and Vacation time in case of death
- Definition updates



Changes:

- Vacation sellback eligibility changes for all employees and Executives
- Removes Executive vacation allotment cap of 30 days
- Floating Holiday usage during calendar year versus payroll year
- Bereavement Leave improvements for immediate family and out-of- state
- Adds Voting Leave as required by law

