

FAMILY AND MEDICAL LEAVE POLICY

BP 5050

The Cabrillo Community College District will grant family and medical leave in accordance with the requirements of applicable state and federal law in effect at the time the leave is granted. No greater or lesser leave benefits will be granted than those set forth in such state or federal laws unless so provided in a collective bargaining agreement with Cabrillo College employees. In certain situations, the federal law requires that provisions of state law apply. In any case, employees will be eligible for the most liberal benefits available under either law.

To the extent that this policy provides more generous benefits than are currently provided in the Cabrillo College Faculty Agreement and the SEIU Agreement, the provisions of this policy and the law shall apply.

An employee should contact his/her supervisor or the Human Resources office as soon as he/she becomes aware of the need for a family and medical leave. Supervisors should gather sufficient information to enable him/her to ascertain whether an employee may be entitled to family and medical leave, even if the employee does not specifically request such leave. Supervisors must refer all employees requesting or potentially entitled to a family and medical leave to the Human Resources office.

Legal Reference: Federal Family and Medical Leave Act of 1993 (29 U.S.C. Section 2601 et seq) and implementing regulations (CFR, Title 29, Part 825); California Family Care and Medical Leave Act, as amended (Government Code section 12945.2) and implementing regulations (2 Cal. Code Regs. Section 7297.0 et seq).

Adopted: October 3, 1994