

MEMORANDUM OF UNDERSTANDING  
BETWEEN  
CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT  
AND  
CHABOT-LAS POSITAS FACULTY ASSOCIATION

*e*  
May 26, 2015

### 11A.6 Sick Leave Donation For Terminally Ill Employees

[See Appendix: Sick Leave Donation: Application (Terminal Illness).]

A Terminal Illness is a disease that cannot be cured or adequately treated and that is reasonably expected to result in the death of the patient within a short period of time.

Each unit member may donate days of Sick Leave to individual employees of the District who, due to a terminal illness, have exhausted all accumulated Sick Leave. Donors may not donate more than two (2) days of Sick Leave in any Fiscal Year for Full-time unit members and twelve (12) hours for Part-time unit members, and *Full-time unit members* must have a minimum of forty (40) days of accumulated Sick Leave on account with the District. *To donate, Part-time unit members must have a minimum of seventy-two (72) hours of accumulated Sick Leave on account with the District. A Part-time unit member can donate no more than six (6) hours in any Fiscal Year.* If a Full-time unit member donates a Full-time day of Sick Leave, that day shall equate to six (6) hours. *Full-time unit members may also donate sick leave hours. A Full-time unit member may receive no more than one hundred (100) days of donated Sick Leave in total. A Part-time unit member may receive no more than seventy-five (75) hours of donated Sick Leave in total.* A "terminal illness" must be certified by the procedure established in Article 11A.5 above – Medical Verification.

11A.6a. Process for Requesting Donations  
See Article 11A.7a

11A.6b. Process for Making Donations  
See Article 11A.7b

### 11A.7 Sick Leave Donation To Employees Suffering A Serious Health Condition

Appendix: Sick Leave Donation: Application: (Serious Health Condition)

A "serious health condition" is defined as an illness, injury, impairment, or other physical or mental condition of a nature necessitating a continuous absence from work of more than ten (10) days that involves inpatient or outpatient care in a hospital or residential health care facility, and continuing treatment or continuing supervision by a health care provider as defined in Article 11A.5 (Medical Verification). The District has the right to require additional certification by a physician chosen by and paid for by the District as per Article 11A.5.

Each unit member may donate days of Sick Leave to individual employees of the District who, due to a serious health condition, have exhausted all accumulated Sick Leave.

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Donors may not donate more than two (2) days of Sick Leave in any Academic Year for Full-time unit members and six (6) hours for Part-time unit members, and *Full-time unit members* must have a minimum of forty (40) days of accumulated Sick Leave on account with the District. *To donate, Part-time unit members must have a minimum of seventy-two (72) hours of accumulated Sick Leave on account with the District. A Part-time unit member can donate no more than six (6) hours in any Fiscal Year. If a Full-time unit member donates a Full-time day of Sick Leave, that day shall equate to six (6) hours. Full-time unit members may also donate sick leave hours.* No Full-time faculty person may receive more than thirty (30) days of donated Sick Leave per year. No Part-time Faculty may receive more than thirty-six (36) hours of donated Sick Leave per year. A Full-time unit member may donate Full-time Sick Leave days to a Part-time unit member at the rate of six (6) hours of Part-time Sick Leave per one (1) Full-time day.

The donated Sick Leave may be used only when the unit member has exhausted accumulated Sick Leave and is not eligible for long-term disability coverage or not yet begun to receive long-term disability coverage. The recipient is responsible for payment of any State and Federal taxes on the donated time. These taxes shall be withheld at the normal rate for the recipient.

Charlotte Coffey 5/26/15  
 Dr. Charlotte E. Lofft, President      Date  
 Chabot-Las Positas  
 Faculty Association

Jannett N. Jackson 5/28/15  
 Dr. Jannett N. Jackson, Chancellor      Date  
 Chabot-Las Positas  
 Community College District