

Benefit Program Comparisons: Leave Policies

**KCTCS Versus University
of Kentucky Benefits**

**Benefit Program Comparisons:
Leave Policies**

**As of November 20,
2001**

KCTCS BENEFIT PROGRAM:			U.K. SPONSORED PROGRAM:		
BENEFIT DESCRIPTION	TAX: PRE OR POST	H.R. POLICY NUMBER	BENEFIT DESCRIPTION	TAX: PRE OR POST	H.R. POLICY NUMBER
<p>VACATION</p> <p>12 Month Staff:</p> <p>0-5 yrs service: 15 days per year <i>Earned at 1.25 days per month</i></p> <p>6+ yrs service: 20 days per year <i>Earned at 1.67 days per month</i></p> <p>11 Month Staff:</p> <p>0-5 yrs service: 12 days per year <i>Earned at 1.1 days per month</i></p> <p>6+ yrs service: 18 days per year <i>Earned at 1.5 days per month</i></p> <p>10 Month Staff</p> <p>0-5 yrs service: 10 days per year <i>Earned at 1 day per month</i></p> <p>6+ yrs service: 14 days per year <i>Earned at 1.4 days per month</i></p> <p><i>Vacation balances are limited to 30 days. Vacation must be used within 15 months following the close of the fiscal year in which it was earned.</i></p>		2.14.2.3.3	<p>VACATION</p> <p>Regular Full-Time Non-Exempt Staff:</p> <p>1-3 yrs service: 10 days per year 4-9 yrs service: 15 days per year 10+ yrs service: 20 days per year</p> <p>Regular Full-Time Exempt Staff:</p> <p>1-5 yrs service: 15 days per year 6+ yrs service: 20 days per year</p> <p>Full-time Personnel hired prior to 11/1/61 4 weeks plus 2 days</p> <p>Administrative Staff Hired 11/1/61-6/30/83 4 weeks plus 2 days</p> <p>Regular Half-Time Staff:</p> <p>Annual vacation shall be provided in proportion to the percentage of time worked per week compared to the departmental normal work week.</p> <p><i>Vacation must be used within 15 months following the close of the fiscal year in which it was earned.</i></p>		<p>80.0 KCTCS 2.14.2.3.3. 80.1.2.1.2</p> <p>80.1.2.1.1 80.12.1.2.</p> <p>80.4</p> <p>80.4</p> <p>80.1.2.3</p> <p>80.3.3.</p>

Attachment C

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BENEFIT DESCRIPTION	TAX: PRE OR POST	H.R. POLICY NUMBER	BENEFIT DESCRIPTION	TAX: PRE OR POST	H.R. POLICY NUMBER
<p>VACATION (Continued)</p> <p>Faculty: Full-Time: 22 days per year</p> <p>Regular half-time faculty or regular faculty with greater than half-time contracts earn a pro-rata share of vacation days. Those with less than half-time schedules do not earn vacation.</p> <p><i>Except for emergencies, faculty may not take vacation while their classes are in session. Faculty vacation will not be carried year to year without prior written authorization.</i></p>		2.14.2.3	<p>VACATION (Continued)</p> <p>Faculty: 22 days per year for all full-time faculty members on a ten month, eleven month or twelve month assignment basis</p> <p>Faculty on a 12 month assignment may take vacation leave either during the assignment period in which the vacation is earned or during the subsequent assignment period.</p> <p><i>With proper approval a 10 or 11 month assignment faculty member may also take unused vacation leave during the assignment period following that in which the vacation leave is earned.</i></p>		89.1 KCTCS: 2.14.2.3
<p>TERMINAL VACATION PAY</p> <p>Regular full-time and half-time employees who separate employment under good standing from KCTCS are eligible to receive wages or salary for unused accumulated vacation leave at date of separation after meeting specific criteria.</p> <p>Maximum of 1 year allowance of vacation.</p> <p>Faculty receive pro-rata share of unused time</p>		2.14.2.3.2.	<p>TERMINAL VACATION PAY</p> <p>Regular full-time and half-time employees who separate employment from KCTCS are eligible to receive wages or salary for unused accumulated vacation leave at date of separation after meeting specific criteria up to a maximum of 1 year allowance of vacation leave.</p> <p>Faculty receive the equivalent of pro rata of unused vacation time.</p> <p>Faculty pay for unused vacation leave shall be limited to a maximum of 22 days at the end of employment</p>		81.1 89.1 KCTCS: 2.14.2 2.14.2.3

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<p>TEMPORARY DISABILITY LEAVE(TDL) (SICK LEAVE) Staff: Full-time employees earn one day (7.5hrs) per month. Regular half-time employees earn a proportionate amount to hours worked. May also be used for absence to care for immediate family member <i>(May be enhanced with participation in Staff Sick Leave Pool)</i></p> <p>For KCTCS employees who were formerly under UK Personnel system, but changed to KCTCS personnel system, leave can be used towards service credit at retirement if balance is greater than 66 days (staff only). An employee with a minimum TDL balance of 66 days can receive up to 22 days with full pay and service credit for the balance. (Not available if retiring and on LTD.)</p> <p>For these employees hired prior to July 1, 1995, if the employee applies TDL toward service time eligibility, the employee will directly receive a payment equal to the amount which KCTCS would have contributed to the employee's retirement plan if the individual had worked the same period.</p>		<p>2.14.2.4 2.14.2.4.2</p>	<p>TEMPORARY DISABILITY LEAVE(TDL) (SICK LEAVE) Staff: Regular full-time and regular half-time employees earn one day per month <i>(May be enhanced with participation in Staff Sick Leave Pool)</i> They can take up to 5 TDL days in a 6 month period to take care of immediate ill family members. Upon accumulation and maintenance of a balance of 66 temp. disability days, an employee may be granted necessary time off due to the illness or injury of an immediate family member as long as the balance of 66 days is maintained. Leave days will be granted as long as they do not exceed 30 days in a 12 month period. (FMLA may also apply)</p>		<p>82.0 82.1.10 82.1.11</p>
		<p>3.7.3.5 (See UK 87.1.1)</p>	<p>Leave can be used towards service credit at retirement if balance is greater than 66 days. (staff only).</p>		<p>82.1.5 82.1.16</p>
		<p>(See UK 87.1.1.1)</p>	<p>At Retirement, an employee with a TDL balance greater than 66 days can take a cash award for up to 22 days if TDL balance is 66 days (staff only).</p>		<p>87.1.1 87.1.2</p>
		<p>(See UK 87.1.2)</p>	<p>For employees hired prior to July 1, 1995, if the employee applies TDL toward service time eligibility, the employee will directly receive a payment equal to the amount which KCTCS would have contributed to the employee's retirement plan if the individual had worked the same period. Upon accumulation and maintenance of a balance of 66 TDL an employee may</p>		<p>87.1.1.1 87.1.3</p>

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<p>Faculty:</p> <p>May take up to 5 consecutive days for own personal illness when needed. Leave over 5 days is determined on a case by case basis.</p> <p><i>If disability continues longer than 5 continuous days, may apply for up to 30 days of sick leave</i> (SEE 2.14.1.5)</p>		2.14.2.4.1	<p>voluntarily convert accrued TDL days to vacation leave days on an annual basis. Conversion is 3 TDL days to 1 vacation day for a maximum of 12 TDL days. Conversion of 12 TDL days to 4 vacation days by an employee who did not use any TDL days during that fiscal year will result in one additional vacation day for a total of 5 new vacation days.</p>		8.7.1.3.4
			<p>Faculty:</p> <p>Leave is determined on a case by case basis. Long Term Disability provisions may apply.</p>		Gov Regs X-C KCTCS 2.14.2.4
TEMPORARY DISABILITY LEAVES		2.14.1.3	<p>TEMPORARY DISABILITY LEAVES</p> <p>Regular full-time and half-time employees who suffer temporary sickness or incapacitation thus making them unable to perform assigned duties shall be granted temporary disability leave without pay. The period shall not exceed 90 days, or the number of days which is covered by temporary disability (sick) leave, whichever is greater. <i>(FMLA and Staff Sick Leave Pool may apply)</i></p>		82.0 82.1.1
<p>HOLIDAY LEAVE</p> <p>11 1/2 Paid holidays per year; 12 1/2 Paid holidays in presidential election year: <i>New Years Day, Martin Luther King Day, President's Day, Good Friday (1/2 day), Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Day after Thanksgiving, Day before Christmas Eve,</i></p>		2.14.2.9	<p>HOLIDAY LEAVE</p> <p>11 1/2 Paid holidays per year; 12 1/2 Paid holidays in presidential election year: <i>New Years Day, Martin Luther King Day, President's Day, Good Friday (1/2 day) Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Day After Thanksgiving, Day before Christmas Eve,</i></p>		83.0 KCTCS: 2.14.2.9

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<i>Christmas Eve, Christmas Day, Presidential Election Day</i>			<i>Christmas Eve, Christmas Day, Presidential Election Day (KCTCS Policies abide. (Holidays in bold not UK Holidays.)</i>		
WORKED PERFORMED ON HOLIDAYS Non-exempt employees will be paid over-time (regardless of hours worked in week).		2.15.1.8.2	WORKED PERFORMED ON HOLIDAYS If a regular full-time (exempt or non-exempt) employee is required to work on a holiday, the employee will receive equivalent time off on another scheduled work day within six weeks of the holiday. Non-exempt employees will be paid appropriate rate of pay (basic or over-time).		83.13
BEREAVEMENT LEAVE (Funeral Attendance Absence) Up to 3 days for specified family members. (Up to 5 days when extensive travel is required) Up to one half day for specified family members and associates		2.14.2.15	BEREAVEMENT LEAVE (FUNERAL ATTENDANCE LEAVE) Up to 3 days for specified family members (up to 5 days when extensive travel is required). Up to one half day for specified family members and associates.		84.0 KCTCS: 2.14.2.15
COMPENSATORY LEAVE Non-exempt employees may elect to accept overtime as compensatory time off (1.5 hours for every approved hour worked over 40 per week) in the payroll period within which the overtime was earned. Otherwise the employee will be paid for the overtime in the next pay period.		2.15.1.8.1	COMPENSATORY LEAVE Non-Exempt Employees- Compensatory time is recognized if used in the same pay period as earned. <i>Employees hired on or after 1/14/98- see KCTCS policy</i>		30.4.10.4 KCTCS: 2.15.1.8.1

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<p>INSTITUTIONAL LEAVE/SPECIAL HOLIDAYS</p> <p>Employees receive paid leave during periods of scheduled institutional shutdowns for scheduled maintenance and other purposes. Such periods include the days between Christmas and New Year's Day</p>		2.14.2.14	<p>INSTITUTIONAL LEAVE/SPECIAL HOLIDAYS</p> <p>Employees receive paid leave during periods of scheduled institutional shutdowns for scheduled maintenance and other purposes. Such periods include the days between Christmas and New Year's Day</p>		KCTCS: 2.14.2.14
<p>SPRING AND FALL BREAK</p> <p>Faculty who remain available for meetings and other KCTCS business on site are paid during spring break periods. People are assumed available unless on authorized vacation leave. Faculty leaving the area must use annual vacation or unpaid leave.</p>		2.14.2.9	<p>SPRING AND FALL BREAK</p> <p>Faculty who remain available for meetings and other KCTCS business on site are paid during spring break periods. People are assumed available unless on authorized vacation leave. Faculty leaving the area must use annual vacation or unpaid leave.</p>		KCTCS 2.14.2.9
<p>SABBATICALS</p> <p>Faculty are eligible for leaves of absence after six years of continuous service with KCTCS and/or antecedent organizations or for leaves of absence under a different option after three years of continuous service. All such sabbatical leaves must be approved by the appropriate Chancellor. After six years of continuous eligible service, an appointee may apply for one year's leave at full salary. After three year's of continuous eligible service, an</p>		2.14.2.6 2.14.2.6.1	<p>SABBATICALS</p> <p>Faculty are eligible for leaves of absence after six years of continuous service with KCTCS and/or antecedent organizations or for leaves of absence under a different option after three years of continuous service. All such sabbatical leaves must be approved by the appropriate Chancellor. After six years of continuous eligible service, an appointee may apply for one year's leave at one-half salary. After three year's of continuous eligible service, an</p>		Gov Reg's X-5 (a)

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<p>appointee may apply for six months' leave, a mini-sabbatical at one-half salary.</p> <p><i>May be coordinated with other leave policies</i></p>			<p>appointee may apply for six months' leave, a mini-sabbatical at full salary.</p>		
<p>STAFF SICK LEAVE POOL</p> <p>Voluntary benefit. Employees who accrue sick leave may elect to participate. Intended as a source of salary continuance for pool members whose serious, personal health conditions prevent them from working and whose sick and vacation leave balances have been (or will be within 15 days) exhausted.</p> <p>Employees must have a sick leave balance of at least 50 hours to elect to join the pool. Enrollment is on an annual basis</p> <p>Awards of 160 hours (20 workdays) may be awarded up to 3 times per year</p>		2.14.2.4.3	<p>STAFF SICK LEAVE POOL</p> <p>Voluntary benefit. Employees who accrue sick leave may elect to participate. Intended as a source of salary continuance for pool members whose serious, personal health conditions prevent them from working and whose sick and vacation leave balances have been (or will be within 15 days) exhausted.</p> <p>Employees must have a sick leave balance of at least 50 hours to elect to join the pool. Enrollment is on an annual basis</p> <p>Awards of 160 hours (20 workdays) may be awarded up to 3 times per year</p>		KCTCS: 2.14.2.4.3
<p>JURY DUTY</p> <p>KCTCS will pay normal salary for time served on Jury Duty. Employees will be permitted to retain their jury duty compensation.</p>		2.14.2.17	<p>JURY DUTY</p> <p>KCTCS will pay normal salary for time served on Jury Duty. Employees will be permitted to retain their jury duty compensation.</p>		KCTCS: 2.14.2.17

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<p>COURT APPEARANCES</p> <p>Compensated by KCTCS for KCTCS business. Personal appearances require use of vacation leave or leave without pay</p>		2.14.2.17	<p>COURT APPEARANCES</p> <p>Compensated by KCTCS for KCTCS business. Personal appearances require use of vacation leave or leave without pay</p>		KCTCS: 2.14.2.17
<p>FMLA LEAVE</p> <p>A Family or medical leave of absence is an official authorization to be absent from work with (or without) pay for a specified amount of time.</p> <p>Eligible employees may be entitled to job protected family or medical leaves of absence if they are unable to work due to specified family or medical concerns.</p> <p>Benefit available after one year of service and 1250 hours during that year</p> <p>Total amount of leave cannot exceed 12 work weeks in any 12 month period. <i>Intermittent or reduced schedule leave may also be requested</i> <i>Runs concurrently with other leave policies</i></p>		2.14	<p>FMLA LEAVE</p> <p>A Family or medical leave of absence is an official authorization to be absent from work with (or without) pay for a specified amount of time.</p> <p>Eligible employees may be entitled to job protected family or medical leaves of absence if they are unable to work due to specified family or medical concerns.</p> <p>Benefit available after one year of service and 1250 hours during that year</p> <p>Total amount of leave cannot exceed 12 work weeks in any 12 month period. <i>Intermittent or reduced schedule leave may also be requested</i> <i>Runs concurrently with other leave policies</i></p>		88.0 and AR II 1.1-12
<p>VOTING LEAVE</p> <p>Presidential Election Day is a paid holiday Staff: If cannot be accomplished in off-duty hours, KCTCS grants time off with</p>		2.14.2.16	<p>VOTING LEAVE</p> <p>Presidential Election Day is a paid holiday Staff: If cannot be accomplished in off-duty hours, KCTCS grants time off with</p>		72.0

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pay (not to exceed 2 hrs.) to vote on election day. Faculty: Will be granted up to 4 hours			pay (not to exceed 4 hrs.) to vote on election day. Faculty: Will be granted up to 4 hours		
MILITARY LEAVE OF ABSENCE If an employee is inducted into the U.S. Armed Forces, they will be eligible for re-employment after completing military service if: eligibility requirements of the Uniformed Services Employment and Reemployment Act of 1994 are met. (Timeframes and provisions for reemployment and reinstatement vary depending on the length of military leave and are described in the policy.)		2.14.2.10	MILITARY LEAVE OF ABSENCE If an employee is inducted into the U.S. Armed Forces, they will be eligible for re-employment after completing military service if: eligibility requirements of the Uniformed Services Employment and Reemployment Act of 1994 are met. (Timeframes and provisions for reemployment and reinstatement vary depending on the length of military leave and are described in the policy.)		75.0 KCTCS: 2.14.2.10
MILITARY RESERVES OR NATIONAL GUARD (UNIFORMED SERVICE) LEAVE OF ABSENCE Employees who serve in U.S. Military organizations or the National Guard may take the necessary time off to fulfill this obligation and will retain all of their legal rights for continued employment under existing laws (10 days of paid Military Leave are provided per Federal Fiscal Year; once paid military leave is exhausted, time off for military duty is without pay). These employees may use any accrued and unused personal leave or vacation time for leave exceeding their annual paid military leave, but they are not obligated to do so.		2.14.2.11	MILITARY RESERVES OR NATIONAL GUARD (UNIFORMED SERVICE) LEAVE OF ABSENCE Employees who serve in U.S. Military organizations or the National Guard may take the necessary time off (up to 10 days with pay in a federal fiscal year) and without pay to fulfill this obligation and will retain all of their legal rights for continued employment under existing laws These employees may use any accrued and unused personal leave or vacation time for leave exceeding their annual paid military leave, but they are not obligated to do so.		75.0 KCTCS: 2.14.2.11

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<p>FLEX-LEAVE</p> <p>KCTCS provides Flex leave for persons established in positions classified as 9 months or more but less than 12 month positions. During the period of scheduled time off without pay, an employee is treated as a regular full-time employee for Personnel Policy purposes for certain provisions</p>		2.14.1.4	<p>FLEX-LEAVE</p> <p>KCTCS provides Flex leave for persons established in positions classified as 9 months or more but less than 12 month positions. During the period of scheduled time off without pay, an employee is treated as a regular full-time employee for Personnel Policy purposes for certain provisions</p>		86.0
<p>FLEX TIME SCHEDULING</p> <p>KCTCS encourages flexible scheduling of work hours, based upon business needs and supervisory approval. Employees may have the opportunity to propose the hours that they prefer to work.</p>		2.19.2	<p>FLEX TIME SCHEDULING</p> <p>KCTCS encourages flexible scheduling of work hours, based upon business needs and supervisory approval. Employees may have the opportunity to propose the hours that they prefer to work.</p>		<p>Not UK Policy</p> <p>KCTCS: 2.19.2</p>
<p>PAY CYCLE</p> <p>KCTCS pays its employees on an arrears basis. Payday is normally the 15th and 30th day of the month. This schedule comprises 24 pay cycles per year.</p> <p><i>Example: the time period covering the 16th through the end of the month is paid the 15th of the following month</i></p>		2.15	<p>PAY CYCLE</p> <p>KCTCS pays UK benefits participants on a current basis. Payday is normally the 15th and 30th day of the month. This schedule comprises 24 pay cycles per year.</p> <p><i>Example: the time period covering the 16th through the end of the month is paid on the 30th of that month.</i></p>		AR II 1.3-1

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<p>UNPAID MEDICAL LEAVES OF ABSENCE KCTCS may grant an unpaid leave of absence for illness, disability or pregnancy for a period up to 90 days. If necessary, extensions may be requested in 30 day increments for a maximum of one year.</p> <p>At the time the disability leave begins, any accrued paid time off will be used.</p> <p><i>Any provisions which may be applied by application of FMLA leave will be utilized.</i></p> <p><i>The Staff Sick Leave Pool may also be solicited if applicable.</i></p> <p><i>For Tech College employees hired on or after 7/1/98</i> <i>For Community College and System employees hired on or after 1/14/98</i></p>		<p>2.14.1.3</p>	<p>(See Temporary Disability Leaves Above)</p>		<p>82.1</p>
			<p>FACULTY LEAVES WITH PAY AND LEAVES WITHOUT PAY INCLUDING: (Educational/Scholarly Fellowship Leave) Aside from sick leave (see above), faculty may be eligible for leaves with pay for certain situations which will be evaluated on a case by case basis and authorized accordingly. 30 day Maximum.</p> <p>Faculty may also have authorized leaves without pay for miscellaneous situations. There is a 1 year maximum. Increases in this time may be authorized.</p>		<p>89.1 5(b) KCTCS: 2.14.2.7 2.14.2.8</p>
<p>UNEMPLOYMENT COMPENSATION KCTCS is obligated by law to fund the Unemployment Compensation of any eligible former staff employee.</p>		<p>3.5.1.2</p>	<p>UNEMPLOYMENT COMPENSATION KCTCS is obligated by law to fund the Unemployment Compensation of any eligible former staff employee.</p>		<p>100.0 KCTCS: 3.5.1.2</p>

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<p>RECALL/REINSTATEMENT AND REHIRE REINSTATEMENT</p> <p>N/A KCTCS Policy</p>			<p>RECALL/REINSTATEMENT AND REHIRE REINSTATEMENT</p> <p>For employee benefit purposes a recalled reinstated laid off and/or voluntarily separated not for cause employee, shall have restored the benefits which are based upon the original employment date for the job from which the employee was laid off. Vacation is determined from the original date of hire, unused sick leave balance at the time of layoff is restored (with no accrual for layoff period), eligibility for benefits is restored to original hire date with no reimbursement or backpayment of cost of benefits for the laid off period.</p> <p>This applies to employees who are rehired within one year of layoff. If separation is over one year, they are treated as new employees.</p>		<p>15.0 15.1 15.1.2 15.1.3 15.1.4</p>
<p>SPECIAL LEAVES/EMERGENCY LEAVES</p> <p>A regular staff employee may be authorized special leave for reasons other than normally provided by other personnel policies. Authorization and approved maximums may vary due to the nature of the leave.</p>		<p>2.14.2.12 2.14.2.13</p>	<p>SPECIAL LEAVES/EMERGENCY LEAVES</p> <p>A regular staff employee may be authorized special leave for reasons other than normally provided by other personnel policies. Authorization and approved maximums may vary due to the nature of the leave.</p>		<p>85.0 KCTCS: 2.14.2.12 2.14.2.13</p>

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<p>CONVERSION OF TEMPORARY DISABILITY LEAVE</p> <p>For KCTCS employees who were formerly under UK personnel system, but changed to be under KCTCS personnel system, if the employee (staff only) has a minimum 66 days of accrued temporary disability, the employee may apply all of the balance towards the employee's service date and/or age requirements for purposes of retirement eligibility. If the above employee was hired prior to 7/1/95 the employee will directly receive the amount of the normal retirement contribution in addition to the service credit.</p> <p>These employees with a minimum TDL balance of 66 days can receive up to 22 days with full pay and service credit for the balance. <i>(Not available if retiring and on LTD)</i></p>		<p>3.7.3.5 (See UK 87.1.1)</p>	<p>CONVERSION OF TEMPORARY DISABILITY LEAVE</p> <p>Regular full-time and half-time employees who have accrued a minimum of 66 days of temporary disability leave have a conversion option for extra vacation leave or credit towards retirement. Regular half-time position employees have the same option which is pro-rata equivalent to 66 days.</p>		<p>87.0</p>
		<p>(See UK 87.1.1.1)</p>	<p>Conversion of 12 TDL days to 4 vacation days by an employee who did not use any TDL days during that fiscal year will result in one additional vacation day for a total of 5 new vacation days.</p>		<p>87.1.3.4</p>
		<p>(See UK 87.1.2)</p>	<p>Retirement: If the employee (staff only) has a minimum 66 days of accrued temporary disability, the employee may apply all of the balance towards the employee's service date and/or age requirements for purposes of retirement eligibility. If the above employee was hired prior to 7/1/95 the employee will directly receive the amount of the normal retirement contribution in addition to the service credit.</p>		<p>87.1.1</p>
			<p>An employee with a minimum TDL balance of 66 days can receive up to 22 days with full pay and service credit for the balance. <i>(Not available if retiring and on LTD)</i></p>		<p>87.1.1.1</p>
					<p>87.1.2</p>

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BENEFIT DESCRIPTION	TAX: PRE OR POST	H.R. POLICY NUMBER	BENEFIT DESCRIPTION	TAX: PRE OR POST	H.R. POLICY NUMBER
			Vacation: Upon accumulation of 66 temporary disability days, an employee, on an annual basis, may voluntarily convert accrued temporary disability days for vacation leave if the 66 day balance is maintained.		87.1.3
POLITICAL LEAVE <i>(Community College Employees hired before 1/14/98)</i> Faculty members may be eligible for leave without pay for the duration of an election campaign or term in office. Authorization for leave and time period must be obtained.		2.14.1.2	FACULTY MEMBERS AS SCHOLARS AND CITIZENS Faculty members may be eligible for leave without pay for the duration of an election campaign or term in office. Authorization for leave and time period must be obtained.		89.7 and KCTCS: 2.14.12
LEAVE BALANCE PORTABILITY Former employees of the University of Kentucky Community College System and the Dep't of Technical Education who elect to transfer their personnel policy coverage to KCTCS without a break in service carry existing annual leave, compensatory time off and sick leave balances with them. KCTCS policy will govern new leave accumulations		2.14.2.1			

Benefit Program Comparisons: Leave Policies

KCTCS BENEFIT PROGRAM:			U.K. SPONSORED PROGRAM:		
BENEFIT DESCRIPTION	TAX: PRE OR POST	H.R. POLICY NUMBER	BENEFIT DESCRIPTION	TAX: PRE OR POST	H.R. POLICY NUMBER
<p>CONTINUOUS SERVICE</p> <p>If the one time option to change personnel policies to KCTCS is exercised, length of service benefit calculations shall be the combined, uninterrupted service for KCTCS and/or the U.K. Community College System and the Commonwealth of Kentucky</p>		2.14.2.2			
<p>NEW CHILD CARE LEAVE</p> <p>Not applicable</p>			<p>NEW CHILD CARE LEAVE (CC Employees hired prior to 1/14/98)</p> <p>Up to 30 days of sick leave for purpose of new child care may be approved for faculty. Authorizations for additional leave coordinates with other leave policies</p>		KCTCS: 2.14.2.5
<p>RUNNING FOR OR SERVING IN ELECTIVE OR APPOINTIVE OFFICE</p> <p>KCTCS employees are free to engage in political activities so far as they are able to so within the law consistent with job related obligations. Leaves of Absence may be granted, if necessary</p>		2.11.3.1	<p>RUNNING FOR OR SERVING IN ELECTIVE OR APPOINTIVE OFFICE</p> <p>KCTCS employees are free to engage in political activities so far as they are able to so within the law consistent with job related obligations. Leaves of Absence may be granted, if necessary</p>		KCTCS 2.11.3.1