

Policy IV.4000.F, Family and Medical Leave

Purpose

The Family and Medical Leave Act of 1993 (FMLA) requires covered employers to provide up to 12 weeks of unpaid, job-protected leave to eligible employees.

Policy

To be eligible for FMLA, an employee must have been employed at the College for at least 12 months, which does not need to be consecutive, and to have worked at least 1,250 hours within the 12-month period preceding the request for leave.

The Authority, Applicability, Sanctions, Exclusions, and Interpretation do not differ from Policy II.2000.A, Policy and Procedures Development, Review, Revision, and Rescission.

Associated Procedures

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Effective Date	February 1, 2022
Primary Owner	Vice Chancellor, Human Resources, Organizational and Talent Effectiveness
Secondary Owner	Vice President, Human Resources
