



MEMORANDUM

TO: Faculty Common Agreement Institutions' Human Resources Directors

FROM: Valerie Cochran, Employers' Co-chair, JADRC

cc: David Piasta and Deb Offermann, Unions' Co-chairs, JADRC

DATE: January 20, 2003

SUBJECT: ACCOUNTING OF SICK LEAVE BANKS

As you know, Article 9.3.4 of the Faculty Common Agreement provides for the retention of sick leave banks and / or sick leave payout benefits as of March 31, 2002, for faculty employees in bargaining units that chose to participate in the common disability benefits plan that commenced April 1, 2002.

To facilitate implementation of this provision, the Employers have agreed at JADRC that those Common Agreement institutions where one or both faculty bargaining units chose to participate in the new common plan will provide the faculty employees in the appropriate bargaining unit(s) with an accounting of their individual sick leave banks as of March 31, 2002, and at least annually thereafter.

Please arrange for this accounting if and as applicable at your institution. Thanks.