

**Board of Trustees** 5500 North St. Louis Avenue Chicago, IL 60625-4699 Issued: April 7, 1998 Last Revision: April 6, 2017

## Section II. Employees, Subsection B. Faculty and Administrative

Page: 28

1998; and finally, sick leave accumulated on or after January 1, 1984, but before January 1, 1998.

- Upon termination of employment, and provided the employee is 5) not re-employed at the same place of employment within 30 calendar days, an employee, or such employee's estate, shall be entitled to a lump sum payment for accrued sick leave earned after December 31, 1983 and prior to January 1, 1998. The lump sum payment for accrued sick leave shall be computed as the product of the employee's daily rate of compensation and one-half of the lesser of the following: (i) the number of days, or fractions thereof, of cumulative sick leave earned by the employee, in accordance with paragraph 2) above, minus any days, or fractions thereof, of cumulative sick leave used by the employee; or (ii) the number of days, or fractions thereof, of cumulative sick leave earned by the employee in accordance with paragraph 2) above after December 31, 1983 and prior to January 1, 1998. Non-cumulative sick leave days shall be used first and cumulative sick leave days shall be used in the order in which they have been accrued. No lump sum payment shall be made for non-cumulative sick leave.
  - b) An employee may waive payment for all or part of his/her eligible accrued sick leave (one-half of the employee's accumulated and unused sick leave earned after December 31, 1983 and prior to January 1, 1998) by executing an appropriate waiver form prior to termination of employment.
  - c) An employee who has received a lump sum payment for accrued sick leave and who, within two years, is re-employed by the Board may, if separated in good standing, have the employee's accrued sick leave restored if, within 30 days after commencement of such reemployment, the employee repays said lump sum payment to the Board for the benefit of the location at which accrued sick leave is restored. For each day of sick leave to be restored, the employee shall repay the gross amount the employee was paid for one day of accrued sick leave. All or part of an employee's accrued sick leave may be restored in this manner; however, the employee shall not be entitled to have any such sick leave so restored if repayment is not made to the Board.
- 6) The Board, through its authorized representatives, reserves the right to require acceptable evidence of illness or disability with respect to the use of sick leave.

## a. Holidays

Holidays recognized by the Board shall be New Year's Day, the day before or the day after New Year's Day, Martin Luther King, Jr.'s Birthday, Lincoln's Birthday, Memorial Day, <u>Junteenth</u>, Independence Day, Labor Day, Thanksgiving Day, the day after Thanksgiving Day, Christmas Day, and the day before or the day after

- Christmas Day.
- 2) The University will be closed, except for necessary operations, on the foregoing holidays. Employees will be excused with regular pay on said holidays unless otherwise determined by the President.