The North Dakota Legislature passed legislation this year that changed state employees’ sick leave benefit effective August 1, 2015. The Chancellor has given interim approval until the SBHE can vote on the policy changes at their September meeting. The following interim changes (underlined) have been made and are effective for benefited staff employees as of August 1, 2015.

**NDUS Human Resource Policy 7. SICK LEAVE**

7.1 Sick leave, including maternity, is a benefit granted by the institution to staff employees and is not a benefit considered to be earned by the employee such as annual leave. It is an insurance benefit allowing employees to build a reserve of days they can use for their extended illnesses. Sick leave may be used by an employee when:

a. The employee is unable to work due to a mental or physical condition (including maternity).

b. The employee has an appointment for the diagnosis or treatment of a medically related condition.

c. The employee wishes to attend to the needs of an eligible family member who is ill or to assist them in obtaining other services related to their health. Eligible family members include the employee’s spouse, parent (natural, adoptive, foster, and step-parent); child (natural, adoptive, foster, and step-child); or any other family member who is financially or legally dependent upon the employee or who resides with the employee for the purpose of the employee providing care to the family members. Sick leave used for these purposes shall not exceed eighty (80) hours per calendar year.

d. In the case of a serious health condition of an eligible family member, an employee may take up to a total of four-hundred-eighty (480) hours of sick leave in any twelve-month (12) period, including the eighty (80) hours in subsection (c.) above.

e. The employee is caring for a newborn child or for a child placed with the employee, by a licensed child-placing agency, for adoption or as a precondition to adoption, but not both. Sick leave in such cases is limited to six (6) weeks during the first six (6) months from birth or placement. (includes both mothers and fathers)

f. The employee seeks for oneself or to assist a parent, child, spouse, sibling, or any other individual who regularly resides in the household or who within the prior six months regularly resided in the household, with the consequences of domestic violence, a sex offense, stalking, or terrorizing. Sick leave may be used to seek legal or law enforcement remedies; treatment by a health care provider for physical or mental injuries; obtain services from a domestic violence shelter, rape crisis center, or social services program; obtain mental health counseling; and participate in safety planning, relocation or other actions to increase the employee’s or immediate family member’s safety from future domestic violence, a sex offense, stalking or terrorizing. The immediate supervisor may limit the use of sick leave for this section to forty (40) hours per calendar year.

If you have questions regarding these changes, please contact Human Resources at [UND.humanresources@UND.edu](mailto:UND.humanresources@UND.edu) or 701-777-4361.