

## **Policy for Payment of Unused Accumulated Sick Leave**

### **(At Separation of Employment)**

#### **I. Coverage**

Personnel who as of September 19, 1996, occupy full-time positions listed as Management or Confidential Administrative Support Staff, who by virtue of their position are not represented by collective bargaining units at the College shall be entitled the benefits outlined in this policy.

#### **II. Eligibility**

Management and Confidential Administrative Support Staff employees who voluntarily terminate employment after September 19, 1996, with the college who meet either of the following eligibility requirements shall be entitled to payment for accumulated unused sick leave benefits as described in Section III below.

- (a) Age 60 or older and who are receiving pension benefits from either the Alternate Benefit Program or the Public Employees Retirement System.
- (b) Has completed twenty (20) years of full time continuous service with the County College of Morris.

Management and Confidential Administrative Support Staff employees who terminate employment from the college for inefficiency or other good cause shall not be entitled to payment for their unused accumulated sick leave.

#### **III. Payment for Accumulated Unused Sick Leave**

Eligible employees shall receive payment for the lesser of the following:

- (a) 50% of their unused accumulated sick leave within the period of continuous employment immediately preceding their separation from the College. Payment for unused accumulated sick leave shall be computed utilizing the employee's hourly rate of pay at the time of separation from the College,  
or
- (b) \$15,000.

Payment for unused accumulated sick leave shall be made in a lump sum within 90 days from the notice of resignation, 60 days from the date of separation, or 60 days after the College has received evidence that the employee is receiving a pension benefit, whichever date is later.

#### **IV. Effective Date of Policy**

This policy shall become effective September 19, 1996.