

Post-Doc and Research Associates
Revised Benefits Guidelines

Current PDA/PDS Guidelines:

Vacation/Personal Days/Sick Days/University Holidays and University Holiday Recess

A PDA/PDS on a 12-month contract receives 20 compensated days annually that can be used for vacation, personal days, brief sick day periods, and University-wide holidays and the Holidays recess. Other than sick days, University holidays and the Holiday recess, these compensated days must be taken at times that are approved by the faculty mentor. More protracted illnesses are covered by the medical leave provision outlined in the next section.

Medical/Maternity/Family Leaves

In concert with the federal Family and Medical Leave Act (FMLA), PDA/PDSs who have been appointed for at least 12 months and have served a minimum of 1,250 hours in the preceding 12 months are eligible for a total of 12 weeks per year of unpaid leave for a serious health condition, or a family member's serious health condition, and/or for the birth or adoption of a PDA/PDS's child. PDA/PDSs are subject to the same FMLA procedures and requirements as regular University staff. Additional information on FMLA is available online at: <http://www.dol.gov/elaws/esa/fmla/faq.asp>.

Certain funding agencies may provide paid sick days for PDSs on an annual basis.

Proposed New PDA/PDS Guidelines:

Vacation/Personal Days/Sick Days/University Holidays and University Holiday Recess

A PDA/PDS on a 12-month contract receives 20 compensated days annually per contract year that can be used for vacation, personal days and brief sick day periods. More protracted illnesses are covered by the medical leave provision outlined in the next section. With the exception of sick days, compensated days must be taken at times that are approved by the faculty mentor. Compensated days are not able to be carried over from one contract year to another and are not paid out upon termination or expiration of an appointment. A PDA/PDS also will receive compensated time-off for University-wide holidays and the Holidays recess, unless the department chair and faculty mentor give the PDA/PDS written notice that it will be necessary for the PDA/PDS to perform essential work duties, in which case alternative compensated time off will be provided.

Parental and Medical/Maternity/Family Leaves

PDA/PDSs are eligible for one compensated month (4 workweeks) of parental leave in conjunction with the birth or adoption of a PDA/PDS's child. In concert with the federal Family and Medical Leave Act (FMLA), PDA/PDSs who have been appointed for at least 12 months

and have served a minimum of 1,250 hours in the preceding 12 months are eligible for a total of 12 weeks per year of unpaid leave for a serious health condition, or a family member's serious health condition, and an additional 8 workweeks of unpaid leave for the birth or adoption of a PDA/PDS's child following the 4 workweeks of paid leave described above. PDA/PDSs are subject to the same FMLA procedures and requirements as regular University staff as set forth in Policy 07-07-02 and Procedure 07-07-02 posted at: www.cfo.pitt.edu/policies/. Additional information on a PDA/PDS's Rights and Responsibilities under the FMLA is set forth in the government notice reproduced at Appendix B to these Guidelines.

Certain funding agencies may provide paid sick days for PDSs on an annual basis.

Research Associates

Current Research Associates Guidelines:

Vacation

Research Associates on 12-month contracts receive 20 days of paid vacation each year.

Medical/Maternity/Family Leaves

In concert with the federal Family and Medical Leave Act (FMLA), Research Associates who have been appointed for at least 12 months and have served a minimum of 1,250 hours in the preceding 12 months are eligible for a total of 12 weeks per year of unpaid leave for a serious health condition, or a family member's serious health condition, and/or for the birth or adoption of a child. Research Associates are subject to the same FMLA procedures and requirements as University faculty and staff. Additional information on FMLA is available online at: <http://www.dol.gov/elaws/esa/fmla/faq.asp>.

Proposed New Research Associates Guidelines:

Vacation/Personal Days/Sick Days/University Holidays and University Holiday Recess

A Research Associate on a 12-month contract receives 20 compensated days annually per contract year that can be used for vacation, personal days and brief sick day periods. More protracted illnesses are covered by the medical leave provision outlined in the next section. With the exception of sick days, compensated days must be taken at times that are approved by the Research Associate's supervisor. Compensated days are not able to be carried over from one contract year to another and are not paid out upon termination or expiration of an appointment. A Research Associate also will receive compensated time-off for University-wide holidays and the Holidays recess, unless the department chair and faculty mentor give the Research Associate written notice that it will be necessary for the Research Associate to perform essential work duties, in which case alternative compensated time off will be provided.

Parental and Medical/Maternity/Familv Leaves

Research Associates are eligible for one compensated month (4 workweeks) of parental leave in conjunction with the birth or adoption of a Research Associate's child. In concert with the federal Family and Medical Leave Act (FMLA), Research Associates who have been appointed for at least 12 months and have served a minimum of 1,250 hours in the preceding 12 months are eligible for a total of 12 weeks per year of unpaid leave for a serious health condition, or a family member's serious health condition, and an additional 8 workweeks of unpaid leave for the birth or adoption of a Research Associate's child following the 4 workweeks of paid leave described above. Research Associates are subject to the same FMLA procedures and requirements as regular University staff as set forth in Policy 07-07-02 and Procedure 07-07-02 posted at: www.cfo.pitt.edu/policies/. Additional information on a Research Associate's Rights and Responsibilities under the FMLA is set forth in the government notice reproduced at Appendix B to these Guidelines.