

## From the Office of Human Resources

March 5, 2021

### Update to CUNY's Paid Family Leave Policy for Classified Staff Titles

Dear Colleagues,

Beginning March 1, CUNY senior college employees in classified staff titles represented by DC 37, IATSE Local 306, IBEW Local 3, IBT Local 237, IUOE Local 30, NYSNA, and SEIU Local 300 may be eligible to take up to 12 weeks of Paid Family Leave (PFL) for one of the following events:

- To bond with a newly born, adopted, or fostered child
- To care for a family member with a serious health condition, *or*
- To assist loved ones when a spouse, domestic partner, child, or parent is deployed abroad on active military service

#### Payroll Deduction

Employees pay for these benefits through a small weekly payroll deduction, which is a percentage of their weekly wages up to a cap set annually: The 2021 payroll contribution is 0.511 percent of an employee's weekly wage and is capped at an annual maximum of \$385.34. *Note: Employees earning less than the New York State Average Weekly Wage (\$1,450.17 per week) will have an annual contribution amount less than the cap of \$385.34, consistent with their actual weekly wages. This deduction may fluctuate week to week, depending on hours worked.*

Payroll deductions for this benefit will begin with the March 25, 2021 paycheck. This payroll deduction is **mandatory** for eligible employees and can only be waived in limited circumstances:

- If you work 20+ hours per week but will not work for 26 consecutive weeks
- If you work less than 20 hours per week but will not work 175 days in a year

If one of these situations applies to you, you must submit an [Employee Opt-Out form](#).

#### Additional Details and Forms

To learn more about New York State's policy on Paid Family Leave, please review these

documents:

- [New York State Statement of Rights on Paid Family Leave](#)
- [Insurance Carrier's Notice of Compliance](#) (The Standard)

Both provide further details on the program and important information on how to file for your benefits!

You can find more information and the appropriate PFL forms on Baruch's Office of Human Resources [Paid Family Leave](#) webpage.

Should you have any questions, please feel free to email [human.resources@baruch.cuny.edu](mailto:human.resources@baruch.cuny.edu).

Sincerely,

Andrea Caviness  
Executive Director, Human Resources

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