



University of New Haven

Human Resources Policy

Policy / Procedure Title	Applicability / Scope	Purpose	Effective Date	Responsible Party	Pages
Domestic Family Violence Leave Policy	Administrative Non-Union Employees	Provide Administrative Employees with explanation of leave time for employees subject to family violence.	7/1/23	Associate Vice President Human Resources & Organizational Development	2

This policy describes the leave rights available to full-time and part-time administrative employees who are the victim of family violence also referred to as domestic violence for the purpose of this policy.

Family or domestic violence is a pattern of coercive behavior, including acts or threatened acts, that are used by a perpetrator to gain power and control over a current or former spouse, family member, intimate partner, or person with whom the perpetrator shares a child in common. Family and domestic violence includes but is not limited to physical violence, injury, or intimidation, sexual violence, or abuse, emotional and/or psychological intimidation, harassment stalking or economic abuse and control.

The following reasons qualify for leave under this policy:

- To seek medical care for psychological injury or disability for the victim,
- To obtain services from a victim services organization of behalf of the victim
- To relocate due to such family violence, or
- To participate in any civil or criminal proceeding related to our resulting from such family violence.

UNH will abide by the provisions of the State of Connecticut legislation related to domestic abuse. Under the Connecticut Family Violence Leave Act, an employee may take up to 12 days of leave to deal with the effects of family violence. To better support our employees, who may be experiencing family violence, the University will provide non-union administrative employees with up to 4 weeks (20 days) of paid time off so they can deal with the effects of family violence. This time can be taken intermittently or consecutively. Although these absences are not protected under CT FMLA, they are protected under the Connecticut Family Violence Act. The provisions of this policy apply to employees at the commencement of their employment. There is no minimum eligibility requirement or waiting period. If employees need additional time beyond the four weeks of paid leave time, they may use their accrued and unused paid time off.

This document is a summary of a University policy, procedure and/or guideline. All policies, procedures and/or guidelines described herein may be modified or discontinued at any time, for any reason at the University's full and sole discretion. No policy, procedure and/or guideline should be construed as a contract or term or condition of employment between an employee and the University. This policy/procedure is not intended to alter or modify any of the terms of any collective bargaining agreement or the Faculty Handbook.

Employees who need these four (4) weeks of paid leave for family violence should contact the Executive Director of Human Resources who will work directly with the employee. All calls will be kept strictly confidential. Employees seeking to use this leave will not be required to provide proof of family violence.

Important Note: If an administrative employee has been injured because of domestic violence and now has a serious health condition or illness, either physical or psychological due to that injury, the employee should contact MedLeave Solutions to determine their eligibility for FML (state and federal) and/or eligibility for paid time off under the University's Medical Leave of Absence Policy. MedLeave Solutions can be contacted via email at csimpson@medleavesolutions.com or by phone 844-438-3652.