

**MEMORANDUM OF UNDERSTANDING
CONCERNING COMPUTATION OF FMLA 12-MONTH PERIOD**

Pasco-Hernando State College ("Employer") and the United Faculty of Florida ("Union"), representing the employees in the bargaining unit established in PERC Certification 1930, hereby enter into this Memorandum of Understanding to recognize an amendment to the College's FMLA policy concerning the computation of the 12-month period for FMLA purposes. The parties agree as follows:

1. Effective January 1, 2020, the 12-month period for determining the amount of FMLA leave an employee may take will be computed using the rolling, backward-looking method set forth in Section 29 C.F.R. § 825.200(b)(4) of the Department of Labor FMLA regulations. The College's updated FMLA Internal Management Memorandum #2-11, revised to reflect this change and attached hereto, shall apply to all bargaining unit employees.
2. Effective upon approval by the District Board of Trustees, the College's FMLA policy, 2.191, shall be revised to reflect the amendments to the FMLA providing for qualifying leaves of absences related to covered military servicemembers and their families. The proposed Board rule is attached hereto.
3. Any future changes to the College's FMLA policy, to the extent applicable to the bargaining unit, will be made in accordance with Chapter 447 of the Florida Statutes.

For the United Faculty of Florida,



11/22/19
Date

For Pasco-Hernando State College,



11-22-19
Date