



## CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA EMPLOYEE BENEFITS DURING SABBATICAL LEAVE OR DIFFERENCE-IN-PAY LEAVE

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The following information explains the effect of a sabbatical leave or difference-in-pay leave on medical, dental, vision and retirement benefits. Because employees remain in pay status during these types of leaves and payroll deductions continue, such benefits are, by and large, unaffected. However, employees should be aware of certain options available to them.

The following explanation does not apply to benefits during leaves of absence without pay. The information contained herein summarizes our understanding of the provisions of applicable laws and Memoranda of Understanding (MOU's) for collective bargaining units currently in effect, and may be superseded by revisions of these laws or MOU's.

**MEDICAL AND DENTAL INSURANCE.** Membership in the State group coverage with the full State's contribution towards premiums will continue unchanged during the leave. Faculty who are enrolled in a service-area-limited plan (for example, Kaiser) and who will be moving out of the plan's service area during the sabbatical may change to another plan with coverage more appropriate to their temporary residence location, and may change back to their original plan within 60 days of their return to their permanent address.

Other changes in coverage—open enrollment changes, addition or deletion of dependents, etc.—may be accomplished under normal deadlines and procedures during these leaves.

**VISION CARE.** Vision care coverage continues during a sabbatical or DIP leave. Faculty temporarily moving out of the area should be aware that the benefits paid to providers not participating in the plan are limited.

**PUBLIC EMPLOYEES' RETIREMENT SYSTEM (P.E.R.S.).** Academic year sabbatical leaves at less than full salary and difference-in-pay leaves result in the accrual of less than full retirement service credit for the duration of the leave (Reference: P.E.R.S. Law, Section 20900). Upon return to campus, employees may request to purchase full service credit for the period of the leave by contributing the additional amount they would have contributed toward P.E.R.S. had they been working full time, and the additional amount that the University would have contributed, plus any interest that these funds would have earned from P.E.R.S. prior to the time the employee deposits the funds with P.E.R.S.

1. Procedures for requesting cost information for the purchase of service credit are as follows:  
Obtain "A Guide to Your CalPERS Service Credit Purchase Options" (PERS-PUB-12). You may obtain this booklet from Human Resource Services, Benefits Office, CLA Building 98, Rm. B1-20, from the CalPERS website at [www.calpers.ca.gov](http://www.calpers.ca.gov), or by contacting CalPERS at (888) 225-7377.
2. Complete form titled "Request for Service Credit Cost Information, Leave of Absence".
3. Mail to CalPERS at the address noted on the form.

For more information, please visit the CalPERS Service credit link at: <https://www.calpers.ca.gov/page/active-members/retirement-benefits/service-credit>

**TAX DEFERRED ACCOUNTS.** Faculty who wish to change the amount paid into a TSA during their sabbatical should be aware that the normal limitations on number of agreements per tax year and minimum duration of agreements continue to apply.

*Tax Sheltered Annuities (TSA – 403(b)):* Please review your 403(b) contribution. You are welcome to change or stop the contribution as needed. Visit Fidelity Investment at: [www.netbenefits.com/calstate](http://www.netbenefits.com/calstate) to make changes or stop the deduction.

*Tax Deferred Accounts 401(k) and 457:* Please take the time to review your 401(k) or 457 contribution. You are welcome to change or stop the contribution as needed. Visit the website at: [www.savingsplusnow.com](http://www.savingsplusnow.com) to make any necessary changes.

If you have any other questions about your benefits, please feel free to call Human Resource Services, Benefits Office, at 909-869-3735.