From: Eleanor Woods
To: BULLETINBOARD@LISTSERV.csufresno.edu;
Subject: [BULLETINBOARD] Time Off For Voting
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BULLETINBOARD NOTICE:

Time Sensitive Posting
Voting Time Off

This notice is being sent to all California State University, Fresno faculty, staff and administrators to advise you of the procedures for released time to vote in the statewide election that will be held tomorrow, February 5, 2008.

Please note that while all employee categories are covered by this law, some collective bargaining agreements specify the number of days the employee must request the leave prior to the election and specify the time of day leave may be taken. Where a contract is silent regarding how to administer the paid time to vote leave, the campus should follow the Secretary of State guidelines below.

- Employees are eligible for paid time off for the purpose of voting only if they do not have sufficient time outside of working hours to vote. The intent of the law is to provide an opportunity to vote to workers who would not be able to do so because of their jobs.
- Voting hours are from 7:00 a.m. to 8:00 p.m.
- Employees can be given up to a maximum of two hours paid leave to vote.
- Employees must give at least two (2) days advance notice that they will need additional time off for voting.
- You may require time off to be taken only at the beginning or end of the employee's shift.

If you have staff in your area without regular access to e-mail, please post this message for their information

If you have any questions regarding time off to vote, please call Human Resources at 278-2364 or visit: **http://www.ss.ca.gov/elections/**

elections_tov.htm