**Staff Employee Handbook Updates**

**July 2018**

Since its last issuance in July 2017, the Staff Employee Handbook has been updated for compliance and clarity. The handbook is published on the Human Resources website located here: https://www2.naz.edu/human-resources/employee-handbook/

Please review the list of changes below:

**ADDITIONS/LEGAL UPDATES**

* 5.16 New York State Paid Family Leave - *Effective January 1, 2018*
* 3.06 Discrimination, Including Discriminatory Harassment - *Effective April 12, 2018*
  + Updated to reflect changes in New York State law

**CLARIFICATIONS**

* 5.02 Vacation, 5.05 Holiday, and 9.08 Emergency Closings
  + Wording changes incorporated to provide clarification of college policies and practices