

ARTICLE 15 – SICK LEAVE/DISABILITY LEAVE

15.1 Sick Leave.

- 15.1.1 Departments shall handle internally time off for short term absences of faculty of up to two (2) work weeks in duration for illness, injury or disability by covering classes or other such methods as will meet department needs. The department chair shall be informed by the absent faculty member any time he/she shall need a short term sick leave absence.
 - 15.1.2 Non-tenure-track faculty with quarterly contracts shall be entitled to up to two (2) workweeks of paid sick leave during the term of their contract. Any leave taken beyond two (2) workweeks in a quarter for the reasons described in Section 15.2 shall be unpaid and may, upon the recommendation of the department chair and at the discretion of the dean, result in termination of the faculty member's contract.
 - 15.1.3 Non-tenure-track faculty with annual or multi-annual contracts, probationary and tenured faculty shall be entitled to paid sick leave of up to two (2) workweeks for each separate occurrence for the reasons described in Section 15.2.
- 15.2 Sick leave may be used during the period of a faculty member's appointment for the faculty member's own illness, injury or disability (including disability related to pregnancy); the need to care for a child under eighteen (18) years of age, or an older child incapable of self-care, with a health condition requiring treatment or supervision; and the need to care for the faculty member's spouse, domestic partner, parent, parent-in-law or grandparent with a serious health condition or emergency condition.
- 15.3 For absences of three (3) or more days, the University may require written medical verification of the reason for the faculty member's absence.

15.4 Short Term Disability.

- 15.4.1 Absences of longer than two (2) consecutive workweeks caused by a condition described in Section 15.2 will be considered short-term disability leave. Full time non-tenure-track faculty with annual or multi-annual contracts, probationary and tenured faculty shall be entitled to disability leave as provided in this Section.
- 15.4.2 Eligible faculty members must notify their department chair and the dean's office when they become aware of the need for any disability leave, and must provide any required written medical verification of the reason for the leave. The dean must approve all disability leave.

15.4.3 Amount of Short-term Disability Leave.

- (a) Full-time non-tenure-track faculty with annual or multi-annual contracts shall be entitled to take short term disability leave for twelve (12) workweeks, or until the end of the quarter in which the disability occurs, whichever period is shorter.
- (b) Probationary faculty shall be entitled to take short term disability leave for twelve (12) workweeks, or until the end of the academic year in which the disability occurs, whichever period is shorter.
- (c) Tenured faculty shall be entitled to take short term disability leave for twelve (12) workweeks during any academic year.

15.4.4 Pay During Disability Leave. Faculty members shall receive their normal salary during any period of short term disability leave.

15.4.5 Unpaid Leave. Any disability leave permitted beyond the paid leave provided in this Section will be unpaid. Following all paid and any permitted unpaid disability leave, the dean may, at his or her discretion, terminate the contract of a non-tenure-track faculty member.

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