

Sick Leave Policy

The University policy for sick leave benefits is based on an agreement among the faculty and administration for their mutual welfare and security. The professional responsibilities of the person on sick leave will be absorbed by his or her colleagues, whenever feasible, to reduce the cost of these benefits to the University and to assure the faculty member of a continuing income, but such mutual responsibility cannot be carried for more than a full semester. During the first three (3) years of service with the University, the maximum sick leave benefit with regular pay will be one month; after the third (3rd) year, three (3) months; and after the twelfth (12th) year, five (5) months.

After the first month of sick leave, the faculty member requesting the remainder of his or her leave must present to the President a statement of condition from his or her physician. In the event that the maximum sick leave benefits have been exhausted and a substitute has been employed, the teacher will receive the difference between his or her salary and that of the substitute for the duration of the employment of the substitute. If it is possible to continue to assign his other responsibilities to colleagues without undue hardship, the teacher will receive his or her base salary, including his or her salary during the summer months, plus any salary supplement previously contracted.