



Rowan College of South Jersey

Policy: 7107
Title: **LEAVES OF ABSENCE**
Area: Human Resources
Approved: 07/01/19

The Board of Trustees recognizes that supporting faculty and staff as they balance career and family life ultimately benefits the faculty, staff, and College. The College therefore, will have programs that engender employee well-being, permit flexibility, and provide employees options to balance work and personal life responsibilities.

The College makes available the following types of paid and unpaid leave. Please consult Human Resources (“HR”), the appropriate administrative procedure, and the collective bargaining agreement, if applicable, to determine employee eligibility and for the following:

<u>Paid Leave</u>	<u>Unpaid Leave</u>	<u>Paid and Unpaid Leave</u>
<ul style="list-style-type: none">• Bereavement• Court/Jury Duty• Donated• Floating Holidays• Personal Days• Sabbatical• Sick – FT/Other• Vacation	<ul style="list-style-type: none">• Advanced Study• Domestic Violence Sexual Assault (SAFE)• FMLA/NJFLA• Fulbright/Exchange Programs• Personal Leave• Professional Development• Professional Service	<ul style="list-style-type: none">• Military

Procedure will be established to provide guidance to employees with regard to eligibility and application, if necessary.

In the event this policy is in conflict with a collective bargaining agreement, the agreement governs.

References:

Rowan College of South Jersey Administrative Procedure, *7107 Leaves of Absence*

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