

Leave Type	Eligibility for Leave	How Leave is Earned and Carry-Over Provision
Sick and Safe Leave	<ul style="list-style-type: none"> Earn up to 12.5 days per year Contingent Teaching Professors, 50% or more FTE, earn pro-rated leave based upon percentage employed. Consult the Faculty Sick and Safe Leave Policy 	<ul style="list-style-type: none"> 4.762 hours earned per pay period Accrued sick leave can be carried over each calendar year
Collegial Sick Leave	<ul style="list-style-type: none"> May be approved for up to 25 work days in a fiscal year covered by a colleague on a voluntary basis. Consult the Faculty Sick and Safe Leave Policy 	Collegial sick leave is not earned. It is granted, subject to approval from the department.
Holiday	<ul style="list-style-type: none"> Earn up to 9 days per year - New Year's Day, Martin Luther King Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Thanksgiving Day, the Friday after Thanksgiving Day, and Christmas Day Contingent Teaching Professors, 50% or more FTE, earn pro-rated leave based upon percentage employed. 	<ul style="list-style-type: none"> No carry-over provision to the next calendar year Consult the Significant Date Calendar for more information
Other	<p>Other types of leave are granted subject to lecturer eligibility and policy provisions. Please consult the policies below for more details:</p> <p>Community Service Policy</p> <p>Family and Medical Leave Policy Jury Service Policy</p> <p>Parental Leave Policy</p> <p>Parental Bereavement Leave Policy</p> <p>Organ Donation Leave Policy</p>	

This document is intended as a summary of leave available to Contingent Teaching Professors. If there is a discrepancy between this summary and the applicable policy, the policy will govern.

