

Policy 6-314: Leaves of Absence for Faculty.

Revision 8. Effective date: April 9, 2024

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I. Purpose and Scope

A. Purpose.

To outline and document the leaves of absence available to University of Utah faculty, including leaves that are also available to all employees.

B. Scope.

This policy applies to all University of Utah faculty who meet the eligibility requirements for each type of leave.

II. Definitions

The following definitions apply for the limited purposes of this policy and any associated regulations.

- A. “Faculty Member” or “Faculty” and Faculty Categories and Ranks are defined in Policy 6-300.

III. Policy

A. Employment-Related Leaves

1. Leaves of Absence (Health-Related)

- a. Eligibility, accruals, benefits, and other specifics for these types of leaves are governed by Policy 5-200 and the related rules.
- b. Types of leaves include:
 - i. Sick Leave
 - ii. Extended Sick Leave
 - iii. Family Medical Leave Act (FMLA) Leave
 - iv. Americans with Disabilities Act (ADA) Reasonable Accommodation
 - v. Other Medical Leave

2. Leaves of Absence (Non Health-Related)

- a. Eligibility, accruals, benefits, and other specifics for these types of leaves are governed by Policy 5-201 and the related rules.
- b. Types of leave include:
 - i. Bereavement Leave
 - ii. Jury Service or Witness
 - iii. Annual Military Training
 - iv. Political Leave
 - v. Special Leave
 - vi. Military Leave

vii. Temporary Release from Duty

3. Holiday Leave

- a. Eligibility, dates, accruals, and other specifics for holidays are governed by Policy 5-300.
- b. Types of leave include:
 - i. Holidays Observed
 - ii. Days of Religious Observance
 - iii. Personal Preference Holidays

4. Vacation Leave

- a. Eligibility, accruals, and other specifics for vacation leave are governed by Policy 5-301 and the related rules.

5. Administrative Leave

- a. See policies 1-012, 6-316, and 7-001

B. Paid Leaves of Absence for Faculty

1. Sabbatical Leaves for Tenured Faculty

- a. Eligibility, purposes, compensation, process, and other specifics are described in Rule R6-314A.

2. Administrator Leave for Administrators with Tenure-line or Career-line Faculty Appointments

- a. Eligibility, purposes, compensation, process, and other specifics are described in Rule R6-314B.

3. Parental Leave for Tenure-line and Career-line faculty

- a. Eligibility, purposes, compensation, process, and other specifics are described in Policy 6-315 and Policy 8-002 (for School of Medicine faculty only)

- C. Leaves of Absence for without Pay and Leaves of Absence with Partial Pay
 - 1. Eligibility, purpose, process, and additional specifics are described in Rule R6-314C.
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Sections IV- VII are for user information and are not subject to the approval of the Academic Senate or the Board of Trustees. The Institutional Policy Committee, the Policy Owner, or the Policy Officer may update these sections at any time.

IV. Policies/ Rules, Procedures, Guidelines, Forms and other Related Resources

- A. Policies/ Rules.
 - 1. Rule 6-314A: Faculty Sabbatical Leaves
 - 2. Rule 6-314B: Administrator Leave for Administrators with Tenure-line or Career-line Faculty Appointments
 - 3. Rule 6-314C: Leaves of Absence without Pay and Leaves of Absence with Partial Pay
- B. Procedures, Guidelines, and Forms. [*reserved*]
- C. Other Related Resources. [*reserved*]

V. References

- A. Policy 5-200: Leaves of Absence (Health-Related)
- B. Policy 5-201: Leaves of Absence (Non Health-Related)
- C. Policy 5-300: Holidays
- D. Policy 5-301: Vacation Leave Policy
- E. Policy 6-315: Faculty Parental Benefits – Paid Leaves of Absence with Modified Duties and Review Extensions
- F. Policy 8-002: School of Medicine (SOM) Parental Leaves of Absence

VI. Contacts

The designated contact officials for this Regulation are

- A. Policy Owner(s) (primary contact person for questions and advice): Associate Vice President for Faculty and Associate Vice President for Health Sciences
- B. Policy Officer(s): Sr. Vice President for Health Sciences and Sr. Vice President for Health Sciences

See Rule 1-001 for information about the roles and authority of policy owners and policy officers.

VII. History

Revision History.

- A. Current version. Revision 8.
 - 1. Approved by -- Academic Senate April 1, 2024, and Board of Trustees April 9, 2024, with effective date of April 9, 2024.
 - 2. Legislative History
 - 3. Editorial Revisions
- B. Previous versions.
 - 1. Revision 7. Effective Date. July 1, 2011 to April 8, 2024
 - a. Legislative History for Revision 7.
 - 2. Revision 6. Effective Date. May 12, 1997 to June 30, 2011
 - a. Legislative History for Revision 6.