



CHAPTER 2	SECTION NO.
College Personnel – Personnel General	2.13
REFERENCE 2.13.19.09 Other Leaves	<i>Adopted: October 12, 2010</i>
	<i>Reviewed: September 14, 2010</i>
	<i>Revised:</i>

The President, with the approval of the Board of Trustees, may grant other leaves of absence with full pay, reduced salary or without salary for the purpose of professional development or acceptance of professional assignments of limited duration with other colleges, governmental agencies or with foreign nations. Such leaves shall be for appropriate purposes consistent with the needs and interests of the college. Application for such leaves shall be made, in writing, to the President and shall state the purpose for which the leave is requested, its anticipated duration and its value to the College. The terms and conditions of the leave shall be determined at the time the request for leave is acted upon.

A staff member taking a paid professional leave must agree in writing to return to regular full-time employment at the College for a minimum of two (2) years following the leave period. If the person taking the leave fails to meet this condition, he or she must repay all compensation received from the College during the leave period unless waived by the Board of Trustees.

Employees covered by a collective bargaining agreement will have this policy administered consistent with their respective agreements.