



Broward
Community
College

Policy Manual

Final Revision: 10-3-07 by EC

Title: Employee Leaves of Absence (REVIEWED AND REVISED BY GRAYROBINSON AND REVIEWED WITH HR, 9/17/07)	Number: 6Hx2-3.11
Legal Authority: Fla. Statutes 1001.64 (4) (b); 1001.65 (3); 1012.865, Family and Medical Leave Act of 1993	Page: 1 of 3

In accordance with *Florida Statutes, Florida State Board of Education Administrative Rules, Family and Medical Leave Act of 1993* and procedures established by the President, full-time College employees may secure leaves of absence when it is necessary to be absent from duty. All absences of employees shall be covered by leave duly authorized, granted, reported, and recorded. including: Unless otherwise stated, all of the following leaves are with pay: Employees who are absent from work for three (3) consecutive days due to illness may be required by the college to submit a certificate from a licensed medical professional attesting to the illness, subject to the terms and conditions of the applicable bargaining agreement. Any employee who is absent without approved leave shall forfeit compensation for the time of such absence and shall be subject to disciplinary action up to and including dismissal.

- ~~Sick~~
- ~~Sick Without Pay~~
- ~~Vacation~~
- ~~Personal~~
- ~~Personal Without pay~~
- ~~Jury Duty~~
- ~~Military~~
- ~~Military Without Pay~~
- ~~Non-paid absence before or after a holiday~~
- ~~Extended disability~~
- ~~Professional~~
- ~~Professional Without pay~~
- ~~Workers Compensation~~
- ~~Family and Medical (not paid)~~
- ~~Sabbatical~~

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ENCLOSURE d

- ~~Any employee who is absent without approved leave shall forfeit compensation for the time of such absence and shall be subject to disciplinary action up to and including dismissal.~~

College personnel shall earn leave credit while on leave with pay, ~~except for professional~~

