

OLD DOMINION UNIVERSITY
SICK LEAVE REPORTING PROCEDURE FOR 10-MONTH TEACHING AND
RESEARCH FACULTY AND 12-MONTH TEACHING AND RESEARCH FACULTY
NOT ELIGIBLE FOR ANNUAL LEAVE

State agencies are public institutions supported by the Commonwealth of Virginia, a public employer committed to serving the interests of the taxpayers, to whom they are accountable for using public funds effectively. Therefore, it is the policy of the Commonwealth that employees are not paid for time that they do not work, except when using appropriate leave time as set forth in policy by the University.

The following procedures apply to full-time teaching and research faculty on ten-month contracts covered under the University's Sick Leave Policy, and full-time teaching and research faculty on twelve-month contracts, not eligible for annual leave, covered under the University's Sick Leave Policy. These are 12-month faculty with an administrative work load of less than 25 percent of their total duties and responsibilities. (The applicable Banner Leave Categories are R1 and T1)