



THE UNIVERSITY OF NORTH CAROLINA
AT
CHAPEL HILL

Office of the Associate Vice Chancellor
for Human Resources

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TO: Deans, Directors, and Department Heads
FROM: Laurie Charest, Associate Vice Chancellor for Human Resources
RE: Extension of Military Leave Policies

The Board of Governors recently approved a new military leave policy for faculty. The following summarizes the policies for military leave with pay that are available to permanent University employees:

- Permanent EPA faculty employees who are called to active duty shall be entitled to paid military leave (1) up to 18 working days, if the employee has an academic-year contract, or (2) up to 24 working days, if the employee has a 12-month contract. This leave time is effective as of the date of departure from University employment to begin active duty. If an employee has fewer than 18 days remaining on a terminal contract, the maximum paid military leave shall be equal to the remaining days under the contract. EPA faculty employees are not granted military leave for training obligations under this policy; it applies only to active duty. This policy will apply to any faculty member called into active military duty status beginning fiscal year 2001-2002.
- Permanent EPA non-faculty employees (full-time or part-time if regularly scheduled to work 20 hours or more each work week) may receive up to 15 working days for training obligations or for active duty. The number of days is pro-rated for part-time employees.
- Permanent SPA employees (full-time or part-time if regularly scheduled to work 20 hours or more each work week) may receive up to 120 hours of paid military leave (equivalent to 15 working days) for training obligations or for active duty. The number of hours is pro-rated for part-time employees.

The full University policy on military leave for SPA and EPA non-faculty employees can be found in on the web at <http://www.ais.unc.edu/hr/spaman/section11/sec011-military.htm>

The full University policy on military leave for EPA faculty employees can be found on the web at <http://www.unc.edu/campus/policies.html>