



OLD DOMINION UNIVERSITY

University Policy

Policy #6307 SICK LEAVE POLICY (INTERIM POLICY)

Responsible Oversight Executive: Vice President for Human Resources, Diversity, Equity, and Inclusion
Date of Current Revision or Creation: July 1, 2024

A. PURPOSE

This policy authorizes paid sick leave to teaching and research faculty members and administrative and professional faculty.

B. AUTHORITY

[Virginia Code Section 23.1-1301, as amended](#), grants authority to the Board of Visitors to make rules and policies concerning institution. Section 7.01(a)(6) of the [Board of Visitors Bylaws](#) grants authority to the President to implement the policies and procedures of the Board relating to University operations.

[Board of Visitors Policy #1430 - Sick Leave Policy](#) (Rescinded December 2021)

C. DEFINITIONS

Administrative and Professional (A/P) Faculty - Employees who perform work directly related to the management of the educational and general activities of the institution, department or subdivision or whose professional positions serve the educational, research, athletic, medical, student affairs, and development functions or activities of the institution.

Immediate Family - Immediate family of an employee which includes parents, stepparents, spouse, domestic partner, children, stepchildren, foster children, legal ward, grandparents, siblings, stepsiblings, corresponding in-laws, and any relative, either by blood or marriage, living in the faculty member's or A/P faculty member's home.

Teaching and Research Faculty - Employees whose work assignments primarily involve instruction, research, and scholarly activities, and who hold academic rank/titles.

D. SCOPE

This policy applies to teaching and research faculty and administrative and professional (A/P) faculty.

2. Verification. Sick leave is subject to verification. Faculty with a history of frequent and/or prolonged illness may be asked to provide a health care provider's certification. Faculty must comply with a management request for verification of the need to use sick leave.
3. Short-Term/Long-Term Disability. Paid sick leave under this policy does not provide a short-term or long-term disability benefit. Employees are encouraged to purchase a voluntary disability insurance through the University. See the University's Disability Insurance Policy for more information. [§-4.3 \(a\)-3.3 \(o\)-6.6 \(f\)90.5 \(70.5 \(](#)

