

Proposed Faculty Sick Leave Policy Procedures for the School of Education  
Recommended by the Faculty and Budgetary Affairs Committee  
April 12, 2010

**Proposed School of Education Policy to be voted on by the Policy Council.**

The School of Education requires that a faculty member when requesting sick leave provide documentation from a licensed medical or mental health professional to the Dean of the School of Education.

**The following is the description of Sick Leave Policy for Indiana University in the Academic Guide:**

**ACADEMIC GUIDE**  
**Indiana University Bloomington Campus**  
**February 15, 2010**

**Sick Leave**

The Trustees of Indiana University approved a sick leave plan which is available to full-time academic appointees on appointment for at least an academic year for any major illness. (See DOCUMENT F-III.) It provides for six weeks of sick leave at full pay. An extension to the end of a semester to a total maximum of six weeks at full pay and nine additional weeks at one-half pay is provided when the prognosis for early recovery is favorable and the extension is approved by the Chairperson and Dean.

**Pregnancy and Sick Leave**

The Sick Leave Plan applies to medical disabilities of full-time academic appointees resulting from pregnancy (including pre-delivery, delivery, and post-partum medical needs, and complications of pregnancy and/or child-birth and termination of pregnancy). (See DOCUMENT F-III.) The period of a pregnancy leave is established as: six weeks at full pay and such additional time as is medically required. Within these constraints, leave of up to six weeks will be paid at the full rate and may be combined with paid family leave if the appointee is eligible. Additional leave for which the appointee is eligible will be paid at one-half rate. Prior to the beginning of a pregnancy leave, an e-Doc should be initiated putting the appointee on sick leave at full pay for six weeks. An automatic return at the end of the six weeks will be expected unless an e-Doc is submitted for additional medically required leave at half-pay, or for a leave without pay (LWOP). Questions about the interpretation of the plan for academic appointees should be directed to the Office of the Vice Provost for Faculty and Academic Affairs.

**DOCUMENT F-III**  
**SICK LEAVE**

(Approved: Trustees 1/20/73)

In case of illness of any full-time academic appointee he or she shall be paid six weeks' full salary during the illness and fifty (50) percent for the balance of the semester in case the illness continues for that long. Where prognosis for early recovery is favorable, the university may,

upon recommendation of the chairperson or immediate supervisor followed by concurrence of the appropriate dean, provost, or chancellor extend the period of sick leave beyond the limits of a semester to a total maximum of six weeks at full pay and nine additional weeks at one-half pay. Beyond such periods or upon recognition that the illness will be more prolonged, the individual shall be placed on leave without pay.

### **Pregnancy and Childrearing Leaves**

(Approved: Trustees 6/29/74)

Medical disabilities of any employee resulting from pregnancy (including pre-delivery, delivery, and post-partum medical needs, and complications of pregnancy and/or childbirth and termination of pregnancy whether by miscarriage or by abortion) are to be treated as are any other temporary medical disabilities for purposes of granting sick leave, regardless of marital status.

A pregnant academic appointee may take, but is not required to take, a leave, to be known as a pregnancy leave, extending from up to two weeks prior to the expected delivery date through up to four weeks following delivery and such additional time as is medically required. Such pregnancy leave shall be considered to be necessitated by disabilities resulting from pregnancy. Appointees on pregnancy leave shall be paid up to six weeks' full salary during the leave and 50% for the balance of the semester when medically required. Upon recommendation of the chairperson or immediate supervisor followed by concurrence of the appropriate dean or Provost or Chancellor, the period of pregnancy leave can be extended beyond the limits of a semester to a total maximum of six weeks at full pay and nine additional weeks at one-half pay when medically required. Beyond such periods or upon recognition that the disability will be more prolonged, the individual shall be placed on leave without pay.

A reasonable number of childrearing leaves shall be available under rules normally governing leaves without pay to both mothers and fathers, under conditions mutually agreed upon between an individual and his or her department head.

Pregnancy and childrearing shall be considered a permissible purpose for applying for a leave without pay and shall be available as prescribed by the policy on leave without pay, to all academic appointees.