

Policy 5.61

Cultural, Religious, or Personal Observance Leave

Beaufort County Community College and its Board of Trustees are committed to fostering an appreciation of human diversity among students, faculty, and staff. In a June 16, 2022, email to all community college presidents from the Chief of Staff of the North Carolina Community College System (NCCCS), System leadership encouraged college Boards of Trustees to approve the provisions of Executive Order 262 under the auspices of State Board Code 1C SBCCC 200.94 (a)(20). To this end, the Board of Trustees, in keeping with the Governor's Executive Order 262 of June 6, 2022, will enable College full-time permanent employees to take eight (8) hours of personal observance leave related to a date of cultural, religious, or personal significance.

Personal observance leave runs on a fiscal year and is not cumulative. The leave through Executive Order 262 will have no cash value. Employees must obtain supervisor approval of the date used for such leave, but supervisors may not question whether an employee's identification of a particular day for personal observance leave is sincere or legitimate. Faculty must provide an alternate assignment if taken on an instructional day. Personal observance leave should be reported on the Absence Report form and turned in to the payroll office.

References

Legal References: *Enter legal references here*

Cross References:

History

Leadership Council Review/Approval Dates: *10/13/2023*

Senior Staff Review/Approval Dates: *June 28, 2022; 8/29/2023*

Board of Trustees Review/Approval Dates: *July 12, 2022; 2/13/2024*

Implementation Dates: *July 12, 2022*