

**Title of Policy: Leave Benefits Policy**

**Policy (check one): New \_\_\_ Revised \_\_x\_\_**

**Applies to (check all that apply):**

**Faculty x**

**Staff x**

**Students**

**Division/Department**

**College**

**Policy Language:**

It is the policy of Baltimore City Community College to provide all fulltime PIN employees with paid leave time for family and personal reasons, including parental leave, annual leave, personal leave, sick leave (for self or family), bereavement leave, jury duty leave, leave to appear in court as a witness, military leave, or leave to provide disaster service.

**Approved by the Board of Trustees: October 27, 2009; June 18, 2024 Originator/Division:** Finance and Administration

\*This policy once approved by the Board of Trustees supersedes all other policies.