

BLUE RIDGE COMMUNITY COLLEGE
PROPOSED CHANGE TO POLICIES & PROCEDURES

Policy 3.7.1 (Vacation Leave)

Background:

Recently, the State of North Carolina revised its vacation leave policy to increase the number of hours earned per month resulting in two (2) additional days per year granted to full-time employees. The College Administration, therefore, recommends that the following leave credits be adopted consistent with the State Personnel Act:

Table 1 – Leave Credits			
Years of total state service	Hours granted each month	Hours granted each year	Days granted each year
Less than 5 years	9 hrs. 20 mins.	112	14
5 but less than 10 years	11 hrs. 20 mins	136	17
10 but less than 15 years	13 hrs. 20 mins.	160	20
15 but less than 20 years	15 hrs. 20 mins.	184	23
20 years or more	17 hrs. 20 mins.	208	26

If approved, this policy will be effective July, 1, 2016.