

For use by ECUS Secretary: Date Received: October 10, 2004 Code: 0405.US.001.P

**Georgia College & State University
University Senate
Motion Form for use by all business to come before the University Senate.**

SUBJECT: Shared Leave **SOURCE:** US **DATE** 9-13-2004

MOTION: To adopt the attached document entitled "Georgia College & State University Shared Leave Program Purpose, Policy and Procedures" as University policy.

POLICY IMPACTED:

Faculty Handbook: Section(s) No	Employee Handbook: Section(s) Yes, Employee Benefits
Administrator's Handbook: Section(s) No	Business & Finance, Policies & Procedures: Section(s) Yes, 5.03.06 Leave
Student Handbook: Section(s) No	Board of Regents Policy: Section(s) No
Undergraduate Catalog: Section(s) No	Other (specify)
Graduate Catalog Section(s) No	

SUPPORTING DOCUMENTATION

Shared Leave Policy & Procedures Document
http://info.gcsu.edu/intranet/univ_senate/10_25_04/0405.US.001.P_Shared_Leave_Policy.doc
Shared Leave Policy & Procedures Document
http://info.gcsu.edu/intranet/univ_senate/10_25_04/0405.US.001.P_Shared_LeaveFINAL.doc

ACTION TAKEN by the University Senate: Approved Date: 25 Oct 04

Submitted to the President University Faculty on behalf of the University Senate by

[Signature] 25 Oct 04

Chair, Executive Committee, University Senate Date

When requested, University Faculty action: APPROVED NOT APPROVED Date: _____

Action of the President

- APPROVE: This change will be effective (date) 10/27/04 January 2005
- VETO: with rationale in writing within fifteen (15) calendar days as specified in Article II Section 2.F.6. of the GC&SU Statutes
- Submitted to BOR for approval on _____ (date)

[Signature] 10/27/04

University President Date

Action of the President regarding implementation

Implementation charged to: Bonnie Sims for implementation by (date) 1-1-05

Add to (check all that apply)

- Administrator's Handbook:
- Business & Finance, Policies & Procedures:
- Employee Handbook:
- Faculty Handbook:
- Graduate Catalog
- Student Handbook:
- Undergraduate Catalog:
- Other

Implementation Update to University Senate (date) _____

This motion form was implemented August 2004
AY is Academic Year (0304, 0405, 0506, etc). COM is a 2 character code for the committee making the motion (BP = Budget & Planning, US = University Services, AG = Academic Governance, SA = Student Affairs, EC = Executive Committee, CN = Committee on Nominations, SB = Senate Body), ### is a three digit number (001, 002, 003, 004, ...), and Type is a one character code for the type of motion (P = policy recommendation, R = resolution, O = other)