

ACADEMIC YEAR FACULTY ATTENDANCE POLICY

NCTA employees holding an academic year (nine-month) appointment are expected to be available for college activities one week before classes start in both the fall and spring semesters, and through the end of fall semesters which is designated as the date grades are submitted or the date final exams end, whichever comes later. For spring semesters, faculty are expected to be available for college activities for one week after graduation.

Academic year employees are not obligated to be available for college activities during these time periods:

- holidays designated on the University calendar (<http://www.nebraska.edu/calendar.html>),
- spring and fall recesses,
- the time period between the end of the first academic term and the first working day following the New Year's holiday, and
- during times of approved leave such as sick leave, administrative leave, family medical leave, etc.

references:

1. University of Nebraska Board Of Regents bylaws 3.4.2
2. <http://svcaa.unl.edu/searches-appointments/contract-dates-working-days>