

STOCKTON UNIVERSITY

PROCEDURE

Voluntary Furlough Program

Procedure Administrator: Associate VP for Human Resources

Authority: N.J.A.C. 4A:6-1.23

Effective Date: January 25, 1996; January 26, 1996; May 30, 2009; August 10, 2010; December 29, 2018; April 9, 2021

Index Cross-References: Procedure 6153: Leaves of Absence

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Approved By: Dr. Harvey Kesselman, President

The Voluntary Furlough Program (Furlough Program) o €D ' a"ëñ ñ U I 0 7` y!&ÿ • à CĐa"€x

Furlough Program is intended to reduce salary costs and thereby lessen the need for reductions in the workforce by allowing employees in the career or unclassified services to take up to thirty (30) days off from work without pay in a calendar year without adversely affecting employee benefits and seniority. Furloughs are subject to the approval of the employer.

The Furlough Program cannot be utilized in place of sick or disability leave; rather, it is meant to accommodate personal leave needs without pay. State employees are prohibited from seeking alternate employment

