

Policy #6051
RETURN-TO-WORK POLICY

Responsible Oversight Executive: Vice President for Human Resources
Date of Current Revision or Creation: March 30, 2016

A. PURPOSE

The purpose of this policy is to provide a return-to-work environment that accommodates an employee's transition to full duty following an injury, illness, or other medical condition that precludes the employee from performing his/her assigned, regular duties.

B. AUTHORITY

Virginia Code Section 23-2.3, as amended grants authority to the Board of Visitors to establish rules and regulations for the institution. Section 16(a)(6) of the Board of Visitors Bylaws grant authority to the President to implement the policies and procedures of the Board relating to University operations.

Executive Order 94 (2005) of July 14, 2005 Workplace Safety and Employee Health

C. DEFINITIONS

Adjunct Faculty- Employees appointed to academic adjunct ranks who teach part time and whose compensation is based upon the number of credit hours taught.

Administrative and Professional (AP) Faculty

Faculty – Employees whose work assignments primarily involve instruction, research, and scholarly activities, and who hold academic rank/titles (with departmental designation) of professor, associate professor, assistant professor, senior lecturer, lecturer, instructor, or the equivalent of any of these academic ranks.

Hiring Supervisor – The management level with the authority to hire, assign work, manage work

Classified and wage employees shall not be assigned to return work assignments above their pay band.

POLICY HISTORY

Policy Formulation Committee (PFC) & Responsible Officer Approval to Proceed:

<u>/s/ Brenda M. Johnson</u>	<u>March 21, 2016</u>
Responsible Officer	Date

Policy Review Committee (PRC) Approval to Proceed:

<u>/s/ Donna W. Meeks</u>	<u>December 15, 2015</u>
Chair, Policy Review Committee (PRC)	Date

Executive Policy Review Committee (EPRC) Approval to Proceed:

<u>/s/ September Sanderlin</u>	<u>March 21, 2016</u>
Responsible Oversight Executive	Date

University Counsel Approval to Proceed:

<u>/s/ R. Earl Nance</u>	<u>March 29, 2016</u>
University Counsel	Date

Presidential Approval:

<u>/s/ John R. Broderick</u>	<u>March 30, 2016</u>
President	Date

Policy Revision Dates: May 1, 2001; April 15, 2005; February 1, 2006, December 8, 2009; March 30, 2016

Scheduled Review Date: March 30, 2021