

Policy IV.4000.J, Military Leave

Purpose

The purpose of this policy is to outline the College’s administration of military leave in compliance with federal and state regulations.

Policy

Full-time employees of San Jacinto College who are members of the state military forces, or of the reserve components of the United States Armed Forces are entitled to a leave of absence for training and other purposes when authorized by the proper authority. The rights of employees who are members of the United States Armed Forces, National Guard, Texas State Guard, or reserve are detailed in the “Uniformed Service Employment and Re-employment Rights Act of 1994” (USERRA).

Texas military service members ordered to state active duty, training, or other duty by a proper state authority are entitled to the same benefits and protections as those found in USERRA and provisions of the federal Servicemembers Civil Relief Act (SCRA).

The Authority, Applicability, Sanctions, Exclusions, and Interpretation do not differ from Policy II.2000.A, Policy and Procedures Development, Review, Revision, and Rescission.

Associated Procedures

Procedure IV.4000.J.a, Military Leave

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Effective Date	February 1, 2022
Primary Owner	Vice Chancellor, Human Resources, Organizational and Talent Effectiveness
Secondary Owner	Vice President, Human Resources
