I. REFERENCES:
B. Acting President Wellman's memorandum, dated November 28, 1967.
C. Personnel Rules for Staff Employees, Rules 6 and 25.
D. Vice Chancellor Buchanan's memorandum to Deans, Department Chairmen, Administrative Officers, dated February 5, 1970.

II. POLICY:
All faculty and staff personnel are expected to work during the hours they would normally be scheduled to work. University personnel, including all levels of faculty, teaching assistants and staff, who fail to meet their assigned duties will thereby be subject to termination of their employment relationship with the University, denial of re-employment, or the imposition of other appropriate sanctions. Salary payments may be withheld or adjusted if assigned duties are not performed due to an unauthorized absence. (Persons would be paid, of course, if on an "authorized leave" which is defined as a previously scheduled vacation approved by the department chairman or equivalent, or sick leave when confirmed by physician's certificate or approved by the department chairman or equivalent. Requests for vacations to be scheduled subsequent to a work stoppage shall be reviewed by the appropriate Vice Chancellor. Vacation leave or sick leave may not be used to participate in strike activities, either directly or indirectly.)