

POLICIES OF THE  
BOARD OF TRUSTEES

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- (1) Unused sick leave shall be transferred when a full-time or permanent part-time employee transfers between institutions within the North Carolina Community College System.
- (2) Annual leave transfer may be accepted at the discretion of the President.
- (3) In some cases leave transfers may be only a transfer of sick leave if the employee was paid for up to 240 hours of annual leave.
- (4) Unused annual and sick leave or any portion thereof may also be transferred to or from state agencies, universities, county mental health, public health, civil defense agency, social services, emergency management and public school, if the head of the employing agency, university, or school administrative unit is willing to accept it.

**General Authority:**  
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