



*University Staff/American Federation of State, County  
and Municipal Employees AFL-CIO (AFSCME)*

SUBJECT (R*)	EFFECTIVE DATE (R*)	POLICY NUMBER (O*)
LEAVE PENDING INVESTIGATION (AFSCME)	June 2, 2017	1725.165

**POLICY STATEMENT (R\*)**

When the President or designee has reason to believe that the presence of an employee on university property presents a threat to the health or safety of the employee or anyone in the university community, or represents a threat of substantial disruption or interference with the normal operations of the university community, the President or designee may place the employee on paid or unpaid leave pending investigation of the occurrence. The President or designee may also direct that the employee be removed from university property until the investigation is completed.

**REASON FOR POLICY (O\*)**

To establish a policy on granting leave pending an investigation.

**DEFINITIONS (R\*)**

“Leave pending investigation” is approved leave with or without pay, and/or with no reduction of personal accrued leave.

**HISTORY (R\*)**

Adopted: November 14, 2008; Readopted: August 19, 2013; June 2, 2017.

**RESPONSIBLE UNIVERSITY DIVISION/DEPARTMENT (R\*)**

Division of Human Resources  
Florida International University

**RESPONSIBLE ADMINISTRATIVE OVERSIGHT (R\*)**

Employee and Labor Relations  
Division of Human Resources  
11200 S.W. Eighth Street, PC 236  
Miami, Florida 33199  
Telephone: (305) 348-2181

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**\*R = Required \*O = Optional**