SCOPE:

This policy applies to the University of Richmond and all of its Affiliates. As used in this policy, the term “Affiliates” means organizations or entities in which the University owns a controlling interest or has the right to elect the majority of the entity’s governing board.

INDEX:

HRM-2006.1 .....Policy Statement
HRM-2006.2 .....Applicable Regulations and Accreditation Standards

POLICY STATEMENT:

HRM-2006.1 – Policy Statement

The University is committed to supporting its employees’ fulfillment of their annual, several-week military training/reserve obligation, as well as those called to active-duty military service. Upon confirmation of military pay, the University will pay the difference between the employee’s regular base salary and base military pay for training and/or active duty. For purposes of this policy, regular base salary is the salary that is received for the employee’s primary position and does not include pay for additional or secondary positions. Alternatively, the employee may choose to use vacation time while on training or active duty to receive full pay from the University in addition to the military pay. If an employee is called to active-duty military service, the University will afford all reemployment rights, compensation and benefits provided for by the Uniformed Services Employment and Rights Act of 1994, and other applicable federal or state law.

HRM-2006.2 – Applicable Regulations & Accreditation Standards

Uniformed Services Employment and Rights Act of 1994
POLICY BACKGROUND:

Revised policy reviewed by President’s Cabinet prior to approval on 07/09/2018
Original policy in existence prior to 2007
Non-substantive updates made to clarify base salary definition on 6/17/2024

POLICY CONTACTS:

Chief Human Resources Officer