

- I. **POLICY**: The University encourages its employees to live out service to others and to reflect on questions of value and meaning. This policy is designed to support the objectives of increasing voluntary community service and encouraging reflection as an integral part of our outreach and

limited to no more than two immersion trips every three years, unless it is required as part of the employee's current job requirements.

1. 0 1 290.8yg0 Ce-JET0.00000912 0 612 02 reW\*nB/F3 12 Tf1 0 0 1 23

the Vice President of the respective division.

**I. CROSS REFERENCES:**

Hours Worked and Overtime Policy

**II. ATTACHMENT:**

[Mission Leave Schedule](#)