



TEXAS TECH™

Operating Policy and Procedure

OP 70.01: Employee Leave

DATE: January 29, 2026

PURPOSE: The purpose of this Texas Tech University (University) Operating Policy/Procedure (OP) is to establish policies for all forms of leave available to all System and University employees.

REVIEW: This OP will be reviewed every two years after publication by the Senior Associate Vice President for Human Resources, System Vice Chancellor and General Counsel, and System Office of Equal Opportunity with substantive revisions forwarded to the University President.

POLICY/PROCEDURE

Employee leave is governed by Texas Tech University [System Regulation 10.10](#).