

Sabbatical Information Session Takeaways

October 13, 2020

1) Dual purpose:

- Professional growth and renewal of tenured faculty members
- Manifest, demonstrable benefit of the University

2) Appropriate Use: related to *on-campus responsibilities* and have effect on

- i. Faculty member's professional growth
- ii. development of knowledge in the discipline
- iii. influence on students' educational experience
- iv. enhancement of the university's reputation

<p>Proposals must address <i>all four.</i></p>
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3) Compensation:

- one semester at full pay or one year at 60% pay;
- faculty on sabbatical may not receive overload compensation
- Faculty may receive other compensations (grants, contracts, etc.) *only if*
 - i. Related to the purposes of the sabbatical leave project
 - ii. Explained in the original proposals or an appendix to the original
- All standard university policies regarding consulting and other outside activities apply

4) Timing and Workload:

- Sabbatical leave is always 1.0 Professional Activity (15 units/semester or 30 units/year)
- Regular academic year only (Fall/Spring)
- If University unable to fund any/all sabbaticals, approved proposals ranked by
 - i. Time-sensitive proposals ahead of non-time sensitive
 - ii. Previously postponed proposals ahead of brand-new proposals
 - iii. Faculty member's length of time since previous sabbatical
- May request one-year postponement (but must be recommended by chair). If approved and sabbatical not taken within 1 year, must reapply.

5) Obligations of faculty who receive sabbatical leave:

- fulfill goals/plan of submitted proposal (including any approved amendments)
- submit an acceptable report within one year of completion of the leave.
Chair/Director and Dean determine whether "acceptable." If unacceptable or late, ineligible for any subsequent sabbatical leave.

Note: State government may inspect all sabbatical proposals (approved and disapproved) upon request. Final sabbatical reports are subject to open records requests.

Sabbatical Process and Deadlines for AY21

By 9/28: Dean determines eligibility

- tenured by time of sabbatical
- at least 6 years of full-time *faculty* service since last sabbatical or initial hire
 - leave without pay does *not* count as time in faculty service except with appeal
 - FMLA leave *does* count as time in faculty service
 - Administrative (non-faculty) service does *not* count on the faculty clock; if part time admin/part time faculty, time toward sabbatical accrues according to percentage of faculty work
 - Faculty who are applying for tenure in 6th year may also apply for sabbatical (if approved, sabbatical award contingent on successful achievement of tenure).

By 10/26: Interested (and eligible) faculty submit applications to Chair/Director

- Chair/Director convenes meeting of faculty who make recommendation based on standards of discipline as well as resource/staffing issues and forward to Chair/Director

By 11/2: Chair/Director forwards recommendation (including faculty rec) to Dean

- Chair/Director recommendation must be based on standards of discipline as well as resource/staffing issues.

By 12/7: Dean forwards recommendation (including Chair and Faculty recs) to the Provost

- Dean makes recommendation based on resource/staffing issues and whether proposal meets one or more of the appropriate uses.

January 2021: Provost reports his decisions to the President

February 2021: Provost reports his decisions to the BOT (at scheduled meeting)

Additional notes on process

- *Each level forwards the lower level recommendation(s) and informs the faculty applicant of their recommendation. Applicant may respond once at each level.*
- *If faculty deny for reasons of academic merit, sabbatical is denied but proposal still forwarded through all steps for reporting purposes (cf. Takeaway 5, above).*
- *Provost makes final decision, informed but not bound by lower level recommendations. (Applicant may appeal once to Provost).*