
FACULTY SENATE

SOUTHEAST MISSOURI STATE UNIVERSITY

FACULTY SENATE BILL 19-A-XX

Approved by the Faculty Senate
XXXXXXXXXX

BRIEF SUMMARY: This bill specifies the policy portion of the existing *Faculty Handbook* section on Sabbatical Leave (Chapter 4, Section D).

REVISING “SABBATICAL LEAVE” TO ESTABLISH A POLICY SECTION

BE IT RESOLVED THAT: subject to the passage and approval of this bill and its companion bill establishing a corresponding “procedures” section, Chapter 4, Section D of the Faculty Handbook be amended by replacing the existing content with the following:

SABBATICAL LEAVE

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2 Policy

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4 As an institution of higher education, the University is committed to maintaining a quality
5 learning environment in which faculty and students can develop skills and ideas, acquire
6 knowledge, and engage in creative activities covering a wide range of disciplines and fields. As
7 an expression of this commitment, the University provides a sabbatical leave program for
8 tenured faculty to enhance their professional competence and the total teaching/learning
9 environment. The sabbatical leave, therefore, represents a dual investment of time and expertise
10 on the part of the individual faculty member and a financial investment by the University –which
11 promises to result in improved teaching, enriched programs, and the advancement of knowledge
12 and creative activity at the University.

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14 **Program Purposes**

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16 A sabbatical leave may be granted to tenured faculty for the purpose of professional
17 advancement. A sabbatical leave is not automatically granted, but rather, awarded through a
18 competitive selection process involving both faculty peers and administration. Benefit to the
19 professional development of the faculty member is the central component in the evaluation of
20 proposals as is presentation of a coherent project demonstrating high probability of completion
21 within the sabbatical time frame. The leave provides a means for improving teaching or
22 instructional programs, engaging in research or writing for publications, pursuing creative

23 activities, or developing programs directly related to institutional needs. Sabbatical requests
24 require joint faculty/administrative endorsement.

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26 Because of the diversity of fields and disciplines within the University, it is possible to define a
27 wide range of activities that constitute legitimate use of a sabbatical leave. Such activities may
28 include, but are not limited to, the completion of books, monographs, or articles; completion of
29 creative projects; professional study or other work contributing to projects already underway;
30 development of new instructional programs; extensive revision of existing programs; post-
31 doctoral experiences and study; and advanced preparation for additional academic specialization.
32 If the additional specialization is administratively prompted, it is assumed that a majority of
33 those costs would come from outside the sabbatical program funds. A sabbatical leave is not to
34 be used for work toward the completion of an advanced degree.

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36 **Sabbatical Leave, Compensation, and Benefits**

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38 A sabbatical leave is a leave of absence taken for one semester at full salary or for a full
39 academic year at one-half salary. The base salary is that which would have been forthcoming in
40 the year of the sabbatical. While on sabbatical leave, the faculty member is an employee of the
41 University and will receive all benefits due to faculty who are regularly employed. Faculty on
42 sabbatical leave will receive their salaries in regular payments, as they would if they were
43 normally employed.

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45 **Faculty Replacement**

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47 Since it is essential to maintain the integrity of programs and offerings at the University,
48 arrangements must be made to compensate for the absence of faculty members on sabbatical
49 leave.

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<u>Action</u>	<u>Date</u>
<u>Introduced to Senate</u>	<u>3/6/2019</u>
<u>Second Senate Meeting</u>	
<u>Faculty Senate Vote</u>	
<u>President's Review</u>	
<u>Board of Regents Approval</u>	
<u>Posted to Faculty Handbook</u>	

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