
FACULTY SENATE

SOUTHEAST MISSOURI STATE UNIVERSITY

FACULTY SENATE BILL 17-A-12

Approved by the Faculty Senate
March 8, 2017

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**

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

11 **Program Purposes**

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

18 developing programs directly related to institutional needs. Sabbatical requests require joint
19 faculty/administrative endorsement.

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

29 Sabbatical Leave, Compensation, and Benefits

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

35 Faculty Replacement

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

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Action	Date
Introduced to Senate	2/22/17
Second Senate Meeting	3/8/17
Faculty Senate Vote	3/8/17
President's Review	
Board of Regents Approval	
Posted to Faculty Handbook	

41