

FACULTY SENATE

SOUTHEAST MISSOURI STATE UNIVERSITY

FACULTY SENATE BILL 19-A-XX

Approved by the Faculty Senate
XXXXXXXXXX

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

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4 **REVISING “SABBATICAL LEAVE” TO ESTABLISH A POLICY SECTION**

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

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10 **SABBATICAL LEAVE**

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12 **Policy**

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

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24 **Program Purposes**

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26 A sabbatical leave may be granted to tenured faculty for the purpose of professional
27 advancement. A sabbatical leave is not automatically ~~granted, ; rather~~ granted but rather, ~~it is~~ awarded
28 through a competitive selection process involving both faculty peers and administration. Benefit
29 to the professional development of the faculty member University is the are central components
30 in the evaluation of proposals as is presentation of a coherent project demonstrating high
31 probability of completion within the sabbatical time frame. on the basis of professional need and
32 accomplishment. The leave provides a means for improving teaching or instructional programs,
33 engaging in research or writing for publications, pursuing, or developing
34 programs directly related to institutional needs, ~~or exploring alternative career patterns.~~
35 Sabbatical requests require ~~prior~~ joint faculty/administrative endorsement.

36 Because of the diversity of fields and disciplines within the University, it is possible to define a
37 wide range of activities that constitute legitimate use of a sabbatical leave. Such activities may
38 include, but are not limited to, the completion of books, monographs, or articles; completion of
39 creative projects; professional ~~travel~~, study or other work contributing to projects already
40 underway; development of new instructional programs; extensive revision of existing programs;
41 post-doctoral experiences and study; and advanced preparation for additional academic
42 ~~respecialization~~. If the additional ~~respecialization~~ is administratively prompted, it is assumed that
43 a majority of those costs would come from outside the sabbatical program funds. A sabbatical
44 leave is not to be used for work toward the completion of an advanced degree.

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46 **Definition of Sabbatical Leave, Compensation, and Benefits**

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48 A sabbatical leave is a leave of absence taken for one semester at full salary or for a full
49 academic year at one-half salary ~~plus one half the maximum elective contribution for the Family~~
50 ~~Medical Care Plan under Southeast Missouri State University's Cafeteria Plan.~~ or for one
51 semester at full salary. The base salary is that which would have been forthcoming in the year of
52 the sabbatical. While on sabbatical leave, the faculty member is an employee of the University
53 and will receive all benefits due to faculty who are regularly employed. Faculty on sabbatical
54 leave will receive their salaries in regular payments, as they would if they were normally
55 employed.

56 **Faculty Replacement**

57 Since it is essential to maintain the integrity of programs and offerings at the University,
58 arrangements must be made to compensate for the absence of faculty members on sabbatical
59 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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