Date May 19, 2021

1 **ARTICLE 14** 2 PROFESSIONAL DEVELOPMENT & SABBATICAL LEAVE 3 14.1 **Professional Development Funds.** 4 The University supports the development of its workforce as teachers, scholars, and (a) 5 practitioners by providing resources and programs. Such support includes but is not 6 limited to internal research grants, financial support including travel support, 7 orientation programs, instructional technology workshops, and speakers' series. 8 **(b)** Professional Development funds are disbursed by the Provost or his/her designee 9 based on appropriateness of the request and budget availability. 10 Faculty that are in their terminal year of employment (as a result of non-(c) 11 reappointment, resignation, or layoff) are not eligible to receive professional development funds unless the use of the professional development funds was 12 13 approved prior to the date on which the faculty member was informed that they 14 would be non-reappointed or laid off and the disbursed funds are not recoverable. 15 14.2 Sabbatical Leave. 16 (a) General Principles. 17 **(1)** A sabbatical leave is intended to provide faculty members with opportunities for professional and scholarly development that will 18 19 contribute to their achievements and enhance the value of their service to 20 the University. 21 A sabbatical recognizes prior teaching and scholarly achievements at the **(2)** 22 University and anticipates future teaching and scholarly contributions. It is 23 not a reward for service. 24 **(3)** Sabbaticals must provide the University with professional value, and offer 25 faculty with opportunities for professional renewal, planned travel, study, 26 formal education, research, faculty development, certification, or other experiences. 27 28 **(b)** Eligibility for Sabbatical Leave. 29 **(1)** The University allows full-time faculty who have completed at least six 30 years of full-time service with the University to be eligible to apply for a sabbatical. 31 32 Ordinarily, sabbaticals are granted only if, at the expiration of such leave, **(2)** the applicant would be eligible for continued service on the faculty of the 33 34 school for at least one year before retirement or contract expiration. For the University For the UFF so Myles Alex Landback Myles Kim Chief Negotiator Chief Negotiator

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1 2			_	ot guarantee the opportunity to take a sabbatical leave. ligible to take sabbatical leave when, in the Provost's
3		` ′	•	ions of the department and of the University are such
4			•	er's absence will not seriously impair the interests of
5			• •	lity does not mean that a sabbatical will be approved.
6	(			s. Under normal circumstances, the number of
7				itical will not exceed one (1) individual in a
8				rea and, across the faculty, may not exceed 7% of the
9			ull-time faculty in any	
10	(			<u>Leave</u> . Employees shall not normally be eligible to
11 12			-	patical until six (6) years of continuous employmenting the prior sabbatical.
13	(c)		tion for Sabbatical Le	•
14				nee will call for applications by December 15 for
15	,		_	ng in the subsequent academic year. This call for
16				nt to all <u>eligible</u> faculty members.
17				on for sabbatical is due in the Provost's office by
18	·			g the academic year in which the sabbatical is
19			equested.	5 4.20 0.0000000000 5 0000 0000 0000 0000 0
20			The application must i	nclude the following:
21		a	. a well-consider	red, suitably detailed written plan for the requested
22				professional development activity, thoroughly
23			_	professional value to the University and faculty
24				written plan should be at least two (2) but not more
25			` ' -	pages in length, using 11-point font and one-inch
26			margins.	
27		b	an updated curr	riculum vitae, and;
28		c		m the Division Director or Department Chair (if there
29				Director in the management chain), which indicates
30				plicant's absence will or will not unreasonably hinder
31			•	the curriculum.
32	(d)	Sabbatic	al Review Committee	e and Presidential Approval.
33	(			based on the candidate's proposal and its value to the
34			Jniversity.	
35	(	( <b>2</b> ) T	he committee shall c	onsist of the Provost, one Vice Provost, and two (2)
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1 2				faculty members, one (1) chosen by the Faculty Representative Council and one (1) chosen by the Provost.
3			(3)	The committee will evaluate the sabbatical proposals and make a written
4			(0)	recommendation to the President (or designee), who has final decision
5				authority to approve a sabbatical.
6			<b>(4)</b>	The President (or designee) shall provide his or her decision in writing to
7				the applicant and the committee.
8			(5)	<u>Mutual Consent</u> . The letter from the President, or designee, to the applicant
9				approving the leave represents a commitment by the University and the
10				faculty member. Therefore, any subsequent changes to the plans for the
11				leave require the written agreement of both parties.
12		(e)	<u>Terms</u>	and Conditions for Sabbatical Leave
13			<b>(1)</b>	A sabbatical may involve absence for an academic year at half-salary (fall-
14				spring or spring-fall) or a semester (fall or spring) at full salary. An
15			(4)	academic year sabbatical can be for fall-spring or for spring-fall.
16			<b>(2)</b>	A faculty member who accepts a sabbatical is expected to return to the
17				University for at least two semesters (a spring and a fall) of service
18 19			(2)	immediately after the conclusion of the sabbatical.
20			(3)	If a faculty member does not return to the University immediately following the leave, the faculty member is responsible for compensating the school
21				for the salary and benefits, if any, received during the sabbatical.
22			<del>(3)</del> (4)	Within sixty (60) days of returning to academic duties at the University after
22 23			(c) <u>(·)</u>	a sabbatical leave, the faculty member shall submit a detailed report of
24				activities during the leave to the Provost.
25			<del>(4)</del> (5)	Upon request, the <u>U</u> university will provide UFF with a report on sabbaticals
26				for the previous academic year that includes a list of faculty members who
27				went on sabbatical during that academic year, the number of applicants
28				during that academic year for a sabbatical, and list of the applicants
29				approved for a sabbatical.
30	14.3	<b>Profes</b>	ssional I	Development Leave.
31		(a)		sional Development Leave (PDL) is designed to provide eligible employees
32				pportunities for professional renewal, educational travel, study, formal
33				on, research, faculty development, certification, or other experiences of
34			profess	ional value.
35		<del>(b)</del> —	_	
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1 2	3 2	me employees who have completed three (3) or more years of full-time e with the University are eligible to apply for such leave.	
3 4	(d)(c) Professional Development Leave is not compensated and is not benefited by the University.		
5 6	(1)	The eligibility of employees to receive compensation pursuant to a contract or grant is subject to the terms of the contract or grant.	
7	(2)	Havvayan in the ease of non-full time status, while summented nont-time by	

- However, in the case of non-full-time status, while supported part-time by a contract or grant, the individuals' benefits will be funded at the fraction of full-time represented by the grant activity.
- (e)(d) Procedures for application and approval shall be the same as those followed for Sabbatical Leave.
- (f)(e) Under normal circumstances, no more than one (1) employee in a department/unit may be awarded professional development leave at the same time.

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