ARTICLE [x]. SABBATICAL LEAVE

Purpose.

Sabbatical leaves should be granted when it can be shown that the faculty member will use the time in a manner which will provide increased service to the institution either through study and research, writing, advanced study, or travel related to the applicant's field or professional activities.

Section 1. Eligibility.

A bargaining unit faculty may be considered for sabbatical leave under the following circumstances:

(a) After having been continuously appointed without interruption by a sabbatical leave for at least 18 academic quarters (excluding Summer Session) or, in the case of 12-month faculty, at least 72 months;
or
(b) After having accumulated the equivalent of 6.0 FTE years over an indefinite period of 9-month or 12-month appointments, uninterrupted by a sabbatical leave.

An authorized leave of absence will not prejudice the faculty member's eligibility for sabbatical leave. Additionally, for purposes of determining eligibility for sabbatical leave, time spent on an authorized military leave from a Department within the institution shall be considered as institutional service.

Faculty shall submit an application for a sabbatical leave to their Department Chair, Dean and Provost, and a Faculty Senate committee on Sabbaticals. Decisions to award sabbaticals shall be made by the appropriate Chair, Dean and Provost, and three faculty representatives designated by Faculty Senate. Metrics for evaluating sabbatical applications shall be established by the Faculty Senate committee on Sabbaticals, and shall be communicated to the faculty a-priori of the application deadline. The Provost shall communicate a decision to the faculty regarding their application for sabbatical by the end of Fall term of the academic year in which a faculty apply. Negative decisions shall include suggestions for strengthening a faculty's application for future sabbaticals. Sabbatical application forms shall be available to faculty via the Provost's website. Successful sabbatical applications shall be posted on the Provost's website.

Section 2. Preference.

A faculty member who has at least ten (10) years or more full-time service since initial appointment or since the last sabbatical leave will be given highest priority for the award of sabbatical leave. In cases where it is necessary to choose between several applications for sabbatical leave from the same department or unit, preference shall not be given based on salary or rank.

Section 3. Sabbatical Pay.

Nine-month bargaining unit faculty members on approved sabbatical leave shall be paid as follows while on leave:

(a) One-term sabbatical: 100% of base salary;
(b) Two-term sabbatical: 90% of base salary; and
(c) Three-term (one academic year or full) sabbatical: 80% of base salary.

Twelve-month bargaining unit faculty members on approved sabbatical leave shall be paid as follows while on leave:

(a) Four-month sabbatical: 100% of base salary;
(b) Eight-month sabbatical: 90% of base salary; and
(c) Twelve-month sabbatical (full): 80% of base salary.

The base salary rate for a faculty granted sabbatical shall be determined using the annual salary rate in effect at the time when the leave begins.

Section 4. Availability.

Every year, the Employer shall make funding available to support at least 12% of eligible faculty for full sabbatical leaves. Unused sabbatical funds from one year shall roll over to the next year, for a period of three years.

Section 5. Multiple-term Sabbaticals.

Faculty members applying for two- or three-term sabbaticals will be allowed to divide their sabbaticals among two or three consecutive academic years, subject to approval by the Dean and Provost.

Section 6. Sabbatical Benefits.

All benefits will continue to be paid as usual during a sabbatical leave. If alternative insurance is required to cover faculty member during the period of sabbatical leave (due to international travel, etc.), the Employer shall pay the equivalent amount toward that insurance as would otherwise be paid toward PEBB insurance.

Section 7. Sabbatical Leave Reports.

At the end of the sabbatical leave, the faculty member shall submit a report of the accomplishments and benefits resulting from the leave, filing copies with the Department Chair, Dean, and Provost.

Section 8. Obligation to Return.

Each faculty member, in applying for sabbatical leave, shall sign an agreement to return to the institution for a period of at least one academic year (9-month faculty) or one year (12-month faculty) upon completion of the leave.

If a faculty member fails to fulfill this obligation, the faculty member shall repay the full salary paid during the leave plus the health care and retirement contribution paid by the Employer on behalf of the faculty member during the leave. This amount is due and payable three months following the date designated in the sabbatical agreement for the faculty member to return to the institution. In cases of unforeseen circumstances that may prevent faculty from returning to the institution as outlined in this section, the faculty shall not be required to repay salary or other benefits under this Article. Faculty shall inform the Employer of such circumstances, to the best of their abilities.

Section 9. Supplementary Pay.

Bargaining unit members may supplement their sabbatical salaries, consistent with stipulations made in Article [x] on Outside Activities.