

**Proposed revision to *Faculty Handbook*
Chapter 6, page 5, paragraph E. 3.**

E. Sabbatical Leave Policy

3. Eligibility

- a. All full time tenured faculty members are eligible for a sabbatical leave after they have completed seven years of continuous service as Ordinary Faculty at the University. Normally, subsequent sabbatical leaves are granted in the seventh year or after 12 semesters of qualifying service. Credit may be granted for professionally relevant leaves taken since the faculty member's last sabbatical leave. Credit eligibility for sabbatical leave may not be accumulated beyond seven (7) years, unless a fully approved eligible or qualifying leave is denied solely for the convenience of the department, college, or university. Where a faculty member is eligible or has qualified for sabbatical leave but is prevented from taking the leave as a result of administrative necessity, any years of qualifying service past the terminal date for previous sabbatical leave shall count toward the next sabbatical leave. A sabbatical leave may be granted to the same person no more than once in any seven years.
- b. Eligibility does not imply an automatic right nor an automatic granting of a sabbatical leave.
- c. The number of sabbatical leaves granted in any given academic year will be determined by the academic feasibility of releasing the faculty member for the period requested and by the amount of money available for granting such leaves. The University will budget directly funds to provide for sabbatical leaves.
- d. ~~A sabbatical leave may be granted to the same person no more than once in any seven years.~~