

SABBATICAL FAQS

The following Q & A is meant to shed light on the application process and to encourage eligible faculty members to apply. All quotations are taken from the contract or the sabbatical application form as developed by the FA and the College.

Q: Who is eligible?

A: "Full-time faculty members, including professional assistants, on continuing appointment shall be eligible for sabbatical leave after each six (6) years of full-time service since joining the faculty (for a first sabbatical) or since returning from a previous sabbatical (for a second or later sabbatical)." If your last sabbatical was seven (7) years ago, you're eligible.

Q: What might constitute an "appropriate" proposal?

A: The sabbatical guidelines are not intended to be restrictive; they are intended to encourage a broad range of academic and intellectual pursuits. "Sabbatical leaves may be granted for one or more of the following: graduate study, writing a significant work for publication, doing a significant research project or dissertation that complies with the permitted purposes for a sabbatical and is within the context of professional review, developing a new curriculum or program which is consistent with college plans, or other significant academic or intellectual projects." Bear in mind that the above examples are not meant to be all encompassing.

Q: What are the application criteria?

A: The application form requires a "Narrative on the Activity," a demonstrated "professional benefit to the applicant," (wherein you "discuss how the activity will make you a better teacher or other professional, or scholar") and/or a demonstrated "benefit to the college" (wherein you "discuss the specific impact your sabbatical may have on carrying out your professional responsibilities, e.g. to teaching; to student learning; to programs, courses or curriculum development; to retraining; or to an institution specific project"). "In addition to existing criteria, applicant[s] must demonstrate that the proposal will involve activity at least equivalent to a full-time teaching/work load, and is beyond the professional activity expected to be performed concurrent with full-time duties."

Q: How many sabbaticals can be awarded each year?

A: Nine (9) full-year sabbaticals (at half pay) and nine (9) half-year sabbaticals (at full pay) may be awarded in each academic year. The conversion provision applies, which means that every two (2) full-year sabbaticals left unawarded can convert to one (1) half-year sabbatical.

Q: Who reviews sabbatical applications?

A: "A Sabbatical Review Committee of four members appointed by the President of the Association and four members appointed by the College President shall review all sabbatical applications and will make recommendations to the President of the College. All sabbatical applications shall be reviewed 'blindly' by the Committee. The

recommendations for sabbatical awards shall be based upon merit, by majority vote of the Committee. If a sabbatical recommended by the Committee is not forwarded to the Board by the President, the President shall provide reasons, in writing, to the Committee for the omission."