

Faculty Sabbaticals

Program Description

A sabbatical is a paid leave of absence for one semester or one year for the purpose of study, travel, or professional improvement. Any faculty member who has served the District for seven consecutive years may be granted a sabbatical.

Purpose

The purpose of this program is to allow faculty the opportunity to take a leave of absence from their position in order to engage in a special project, study, or travel.

Objective

Sabbatical leaves benefit the institution, the students and the employee.

Background/Inception

The District began the Sabbatical program as a means of supporting faculty and administrative development.

Employee Eligibility

Full-time Faculty with seven or more consecutive years of service in the District are eligible for consideration.

Dates & Duration

Applications for both long-term and short-term sabbaticals are due to the District VCEA Office by November 14. The long term applications are approved at the January Board and the short-term at the February Board. College deadlines are earlier. Applications are due the year preceding the academic year for which the leave is requested. A participant must agree to serve the District at least two years immediately after the leave is taken.

Cost

The District pays a percentage of the salary during a sabbatical. For long-term sabbaticals, Faculty may receive full pay for up to one semester. The salary will be paid in the same manner as if the employee were teaching in the District. Sabbaticals for the faculty are to be scheduled during the summer or outside contract dates for faculty on flexible contracts. Duration shall be six to twelve weeks. Compensation shall be in accordance with the summer pay schedule and will not exceed compensation for a single summer session.

Number of Participants

Each year, approximately 16 District-wide Faculty participate in a sabbatical.

To Apply

Faculty interested in this program should obtain and complete an application form. Application forms should be submitted through the division chair to the location Chancellor's Cabinet member. Approved applications will be forwarded to District Office, Vice Chancellor Of Educational Affairs Office prior to the November 14th deadline. Application does not ensure approval.

Contact Person

To obtain an application form or additional information, District Office, Vice Chancellor of Educational Affairs Office, 214-860-2129.

Additional Information

For additional information, please reference the Policy & Procedure Manual, section DEC(R) - Leaves And Absences.