

Longwood University Faculty Senate
PROPOSAL/POLICY COVER SHEET

This cover sheet is intended to provide information to members of the Faculty Senate about a new proposal/policy or about revisions to an existing proposal/policy. If you are proposing a new policy, then attach the text of the policy to this form. If you are proposing a change to an existing policy, then attach the text of the current policy with any deleted language marked by a strikethrough and with new language marked by an underline. If you are deleting a policy, then attach the text of the policy to be deleted.

PROPOSAL FROM INTERIM VPAA:

Proposal for Amendment to FPPM – addition to Section E. Department Chairs; pages 70-73 (2011-12 edition)

TOPIC:

Sabbatical Leave for Department Chairs

BACKGROUND:

The University acknowledges that the role of department chair is particularly demanding. The duties of department chair are such that it is desirable to provide department chairs who serve two consecutive terms (six years) with an automatic sabbatical to facilitate professional renewal.

SUMMARY OF NEW POLICY:

Provide automatic sabbatical to department chairs serving two consecutive terms (six years).

RATIONALE FOR THE POLICY:

To facilitate professional renewal for department chairs serving two consecutive terms (six years).

Date submitted to Senate Executive Committee for Consideration: _____

Action(s) Taken:

Date first read at Faculty Senate: _____

Action(s) Taken:

Date final action taken by Faculty Senate: _____

Final action(s) Taken:

E. DEPARTMENT CHAIRS

Insert under Selection & Compensation

8. **Sabbatical Leave for Department Chairs & the Director of Liberal Studies:** The term department chair, as used in this section, includes both department chairs and the Director of the Liberal Studies Program, who are members of the teaching faculty with nine-month contracts.
- a. The University acknowledges that the role of department chair is particularly demanding. The duties of department chair are such that it is desirable to provide department chairs who serve two consecutive terms (six years) with an automatic sabbatical, as budget funds permit, to facilitate professional renewal.
 - b. Department Chairs who serve two consecutive three-year terms shall be entitled to a one semester sabbatical at the conclusion of the second term. The sabbatical shall be automatic and will not require submission of an application nor will there be a report required at the conclusion of the sabbatical.
 - c. During the one semester sabbatical the department chair shall receive his or her full base salary.
 - d. Awarding of this sabbatical shall be independent of the regular sabbatical program and all of its associated criteria.
 - e. A department chair may opt not to take the sabbatical if he or she so chooses and may defer it to the end of a third or fourth term if he or she serves for that length of time.
 - f. A department chair who takes a sabbatical at the conclusion of his or her first two terms and then continues into a third and fourth term shall be entitled to a sabbatical at the conclusion of the fourth term.
 - g. In the case of a continuing chair who takes a sabbatical at the end of the second term, the University shall provide resources such that an acting chair may cover the duties while the continuing chair is on sabbatical.
 - h. Deferred sabbaticals may not be “banked,” i.e., a chair may not add a deferred sabbatical from the end of the second term to a second sabbatical at the end of a fourth term.
 - i. The term of office for continuing chairs is inclusive of their sabbatical semester (i.e., all chair terms run from July 1 of one year to June 30 three years later, regardless of sabbatical).
 - j. If the Director of Liberal Studies position is converted to a 12-month A/P position, then the Director will no longer qualify for this sabbatical program.