

METROPOLITAN COMMUNITY COLLEGE

BOARD POLICY

3.35030 BP

SABBATICAL LEAVES

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Sabbatical leaves for the purpose of professional growth may be granted by the board, upon recommendation of the chancellor, to full-time nonprobationary faculty members.

I. Eligibility

- A. To be eligible for consideration to receive a sabbatical leave, the faculty member shall have completed at least six years of continuous service in the district.
- B. Sabbatical leaves shall be for one semester at full pay or two semesters at half pay.
- C. Faculty members shall become eligible for additional sabbatical leaves after completing six years of continuous service following a sabbatical leave.

II. Benefits

Faculty members on sabbatical leave shall receive full insurance benefits and shall accrue sick leave.

III. Limitation

Not more than four percent of the full-time faculty shall be granted sabbatical leaves during any given year.

IV. Notification

Applicants shall be notified of the board's action regarding their applications no later than one week following the March board meeting.

V. Obligations

A. Faculty:

A faculty member accepting a sabbatical leave shall sign a note in the amount of the salary to be received during the leave.

- 1. Upon returning to regular assignment, the indebtedness represented by the note shall be forgiven at the rate of one fourth per semester.
- 2. In the event of the death or permanent disability of the employee, the note shall be cancelled.

3. In extenuating circumstances, appeals can be made to the board for cancellation of the note.

B. District:

At the expiration of a sabbatical leave, the faculty member shall be assigned, unless otherwise mutually agreed, to the same assignment as previous to the leave.

VI. Report

The chancellor shall submit a report of sabbatical activities to the board after leaves are completed.

Adopted: Board of Trustees
March 13, 1975

Revised: September 15, 1977

Revised: March 16, 1989
(Editorial Corrections 7/10/06)