

Policy and Procedures Manual

SUBJECT: ACADEMIC AFFAIRS

Policy 310: CSUS Board Sabbatical Leave Policy

Board Policy

To assist in recruiting and retaining qualified faculty members for the CSUS, and also to provide professional development opportunities to allow dedicated faculty members to enhance their skills, understandings, intellectual accomplishments, and expertise, the Board authorizes the campus Presidents to implement Sabbatical Leave Programs approved by the Board consistent with CRS 23-5-123.

Procedures

- A. Each CSUS campus shall develop a written Sabbatical Leave Policy -- with procedures providing for peer, administrative, Provost, and Presidential review and approval of Leaves -- to the Academic and Student Affairs Committee pending final Board approval. The Board approves any such policies and revisions thereto.
- B. Only members of the academic faculty, exempt from the State Classified System, qualify for consideration for sabbatical leave with a lapse of at least six (6) years after 1) initial appointment or 2) the completion of the applicant's most recent sabbatical.
- C. All approved sabbatical leaves must include certification by the Provost of the results of a competitive review process.
- D. Presidents submit the approved awards for the coming year to the Academic and Student Affairs Committee for report to the Board during the December meeting.
- E. The Presidents submit to the Academic and Student Affairs Committee summaries of the reports of all sabbatical leaves completed during the prior year for report to the Board during the December meeting.
- F. The Chancellor and the Presidents retain copies of approved leaves and reports on file for public inspection upon request.

History: Approval for sabbatical and other leaves delegated to the President by Board Resolution August 3, 2012
Policy and Procedures Manual effective October 4, 2013 by Board Resolution Amended August 2, 2017 by Board Resolution