SUBJECT: Faculty Sabbatical

I. Introduction

Professional development for faculty may be accomplished through a paid sabbatical program designed to enhance instructional effectiveness at Midland College.

II. Guidelines

A. A faculty member desiring sabbatical should submit a written proposal to his/her immediate supervisor. This proposal should describe planned activities and the manner in which these activities will improve instruction or enhance the instructional environment. Activities should lead to completion of degree requirements or an approved academic activity. Proposals for sabbatical are submitted through normal channels for final approval by the President.

B. To be eligible for a sabbatical, a faculty member must have been a full-time employee of Midland College for three years.

C. If approved, one half of the salary for the sabbatical period will be paid by the college. The maximum sabbatical period allowed will be equal to the appointment period of the involved faculty member.

D. The application of each faculty member will be considered on an individual basis.

E. Not more than three percent of the faculty may be on sabbatical at any given time.

F. A faculty member may not accept employment from any other person, corporation, or government while on sabbatical or within one year of completing a sabbatical, unless approved by the President of Midland College.

G. A faculty member is required to return to Midland College for one year of service after completion of sabbatical or return all salaries received while on sabbatical.

H. Upon completion of sabbatical, a faculty member will not be eligible for another sabbatical for seven years.

I. Proposals for sabbatical must be submitted no later than the beginning of the semester preceding the appointment period for which leave is requested.