In addition to the above policy governing attendance at professional associations, certain faculty members of Seventh-day Adventist colleges and universities meet once every few years at a time and place designated by the General Conference Department of Education. Assistance for such events is made available as there is funding to support such attendance.

3.1.5.12. Sabbaticals And Leaves Of Absence

(Charter)

Purpose Faculty members are encouraged to pursue ongoing research and professional development activities such as planned programs of research, graduate study, writing, or travel. Such activities serve to enhance the academic, spiritual, and social life of the University. Faculty members may also seek leaves of absence in cases of illness or temporary outside employment.

Procedure Recommendations for sabbatical leaves are made to Administration by the Faculty Development Committee in consultation with the department chair and in accordance with procedures found in Guidelines p. 51. Recommendations for other leaves of absence are made to Administration by the Vice-President of Academic Administration in consultation with the department chair.

Exceptions Recommendations for exceptions to this policy are made to the Administration by the Faculty Development Committee in consultation with the department chair.

3.1.5.12.1. Sabbatical

(Charter)

1. Eligibility

   a. A tenure-track teaching faculty member is eligible for one quarter of sabbatical leave following eleven quarters of employment, exclusive of other leaves.

   b. A tenure-track teaching faculty member with a newly completed terminal degree may apply for one quarter of sabbatical leave to take place following six quarters of service. The sabbatical is to continue a research program and to prepare papers for publication.

   c. Up to three quarters of sabbatical leave may be accumulated.

   d. Faculty will be notified annually of their service history and eligibility for sabbatical leave.

   e. Prior to the sabbatical, faculty should inform the chairs of the governance committees of which they are a member of the quarter they will be absent.

2. Conditions

   a. Sabbatical leaves will be granted for study, research, writing, or other experience of professional value.

   b. A faculty member may receive and is encouraged to seek supplementary grants or other awards while on sabbatical leave, though such additional grants or awards may be received only if the conditions for accepting the additional resources do not interfere with the Purpose [64] of the sabbatical leave.

   c. A faculty member must return to full-time teaching following the sabbatical leave.

   d. Summer sabbaticals are preferred and will be supported with a stipend.

Non-summer sabbaticals will be granted without stipend subject to the departments’ ability to maintain its essential function. When the university is unable to accommodate the faculty member’s absence, the sabbatical will be deferred and service credit will accrue beyond the limit in (1)(c) above.