

The University Senate of Michigan Technological University

Proposal 12-10

"Modifications to Professional Leave Policy"

(Voting Units: Academic)

Background/Rationale:

In order to bring the University's Professional Leave Policy into agreement with the new policy for Entrepreneurial Leave, the Academic Policy Committee is proposing that the Senate modifies the existing policy as described below.

The modification allows part-time leave and includes explicit language for the right to maintain benefits as long as individuals meet normal university standards for benefit eligibility. The changes also include changes to the approval process in order to reflect the present structure of governance at Michigan Tech.

Proposal:

It is therefore proposed that the Senate change the wording for the (4.2) Professional Leave Policy in the Faculty Handbook to reflect the required language to accomplish these objectives.

Existing Policy

4.2 Professional Leave

Leaves of absence not to exceed one year may be granted to regular University employees, to pursue graduate study, to gain professional experience in industry, to engage in research sponsored by an agency other than the University or for other purposes beneficial to the University and to the professional stature of the individual. These leaves of absence are without pay and must have the recommendation of the department chair and approval of the dean, the Executive Vice President and Provost, and the President, with notification to Human Resources. Renewals may be granted under special circumstances.

For additional information regarding leaves of absence see [Section 6.2](#), "Leaves/Absences."

Recommended Changes (*changes are in bold face type, new text is underlined and text to be removed is indicated by a strikethrough*):

4.2 Professional Leave

Leaves of absence not to exceed one year may be granted to regular University employees, to pursue graduate study, to gain professional experience in industry, to engage in research sponsored by an agency other than the University, or for other purposes beneficial to the University and to the professional stature of the individual. These leaves of absence may be

~~full or part-time and are without pay. Employees must meet normal university standards for benefit eligibility to retain benefits while on professional leave, and must have the recommendation of the department chair and approval of the dean, the Executive Vice President and Provost, and the President. These leaves must have the recommendation of the their Immediate Supervisor or Department Chair and have the approval of the Director or Dean, the Provost and appropriate Vice President for Academic Affairs, and the President, with notification to Human Resources. Renewals may be granted under special circumstances.~~

For additional information regarding leaves of absence see [Section 6.2](#), "Leaves/Absences."

Proposed text:

4.2 Professional Leave

Leaves of absence not to exceed one year may be granted to regular University employees, to pursue graduate study, to gain professional experience in industry, to engage in research sponsored by an agency other than the University, or for other purposes beneficial to the University and to the professional stature of the individual. These leaves of absence may be full or part-time and are without pay. Employees must meet normal university standards for benefit eligibility to retain benefits while on professional leave. These leaves must have the recommendation of their Immediate Supervisor or Department Chair and have the approval of the Director or Dean, the appropriate Vice President, and the President, with notification to Human Resources. Renewals may be granted under special circumstances.

For additional information regarding leaves of absence see [Section 6.2](#), "Leaves/Absences."

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Introduction to Senate: 24 February 2010

Adopted by Senate: 17 March 2010

Approved by Administration: 13 April 2010

Became Senate Policy 907.1