

University Sabbatical Leave Report to the MTU University Senate

by Ralph J. Hodek, Committee Chairman

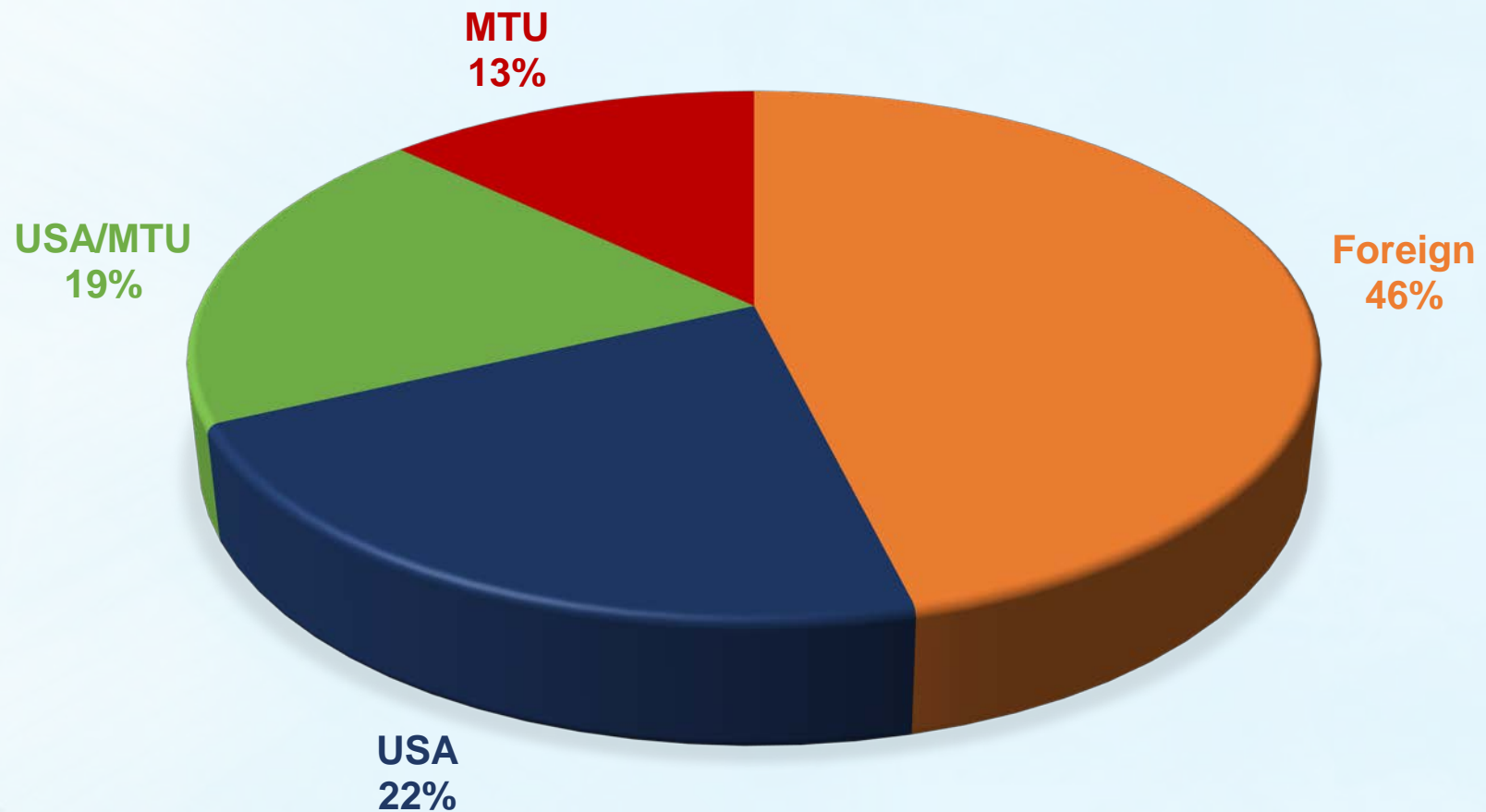
WEDNESDAY, APRIL 20, 2016



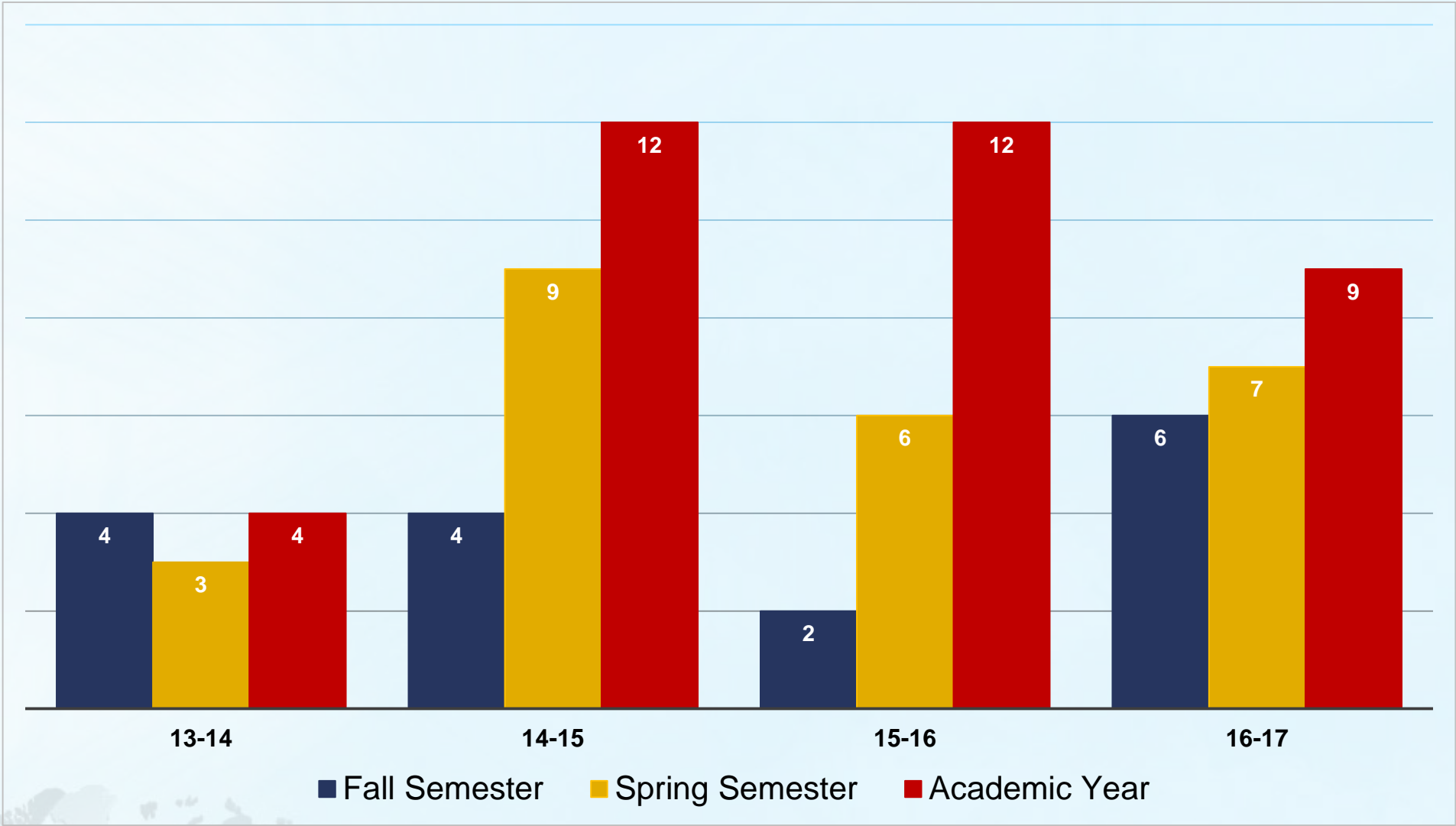
UNIVERSITY SABBATICAL LEAVE COMMITTEE MEMBERSHIP

07/01/12 – 06/30/13	07/01/13 - 06/30/14	07/01/14 – 06/30/15	07/01/15 – 06/30/16
Robert E. Froese, Chair	Ralph J. Hodek, Chair	Ralph J. Hodek, Chair	Ralph J. Hodek, Chair
Mary H. Durfee	Mary H. Durfee	Ching-An Peng	David J. Flaspohler
Ching-An Peng	Ching-An Peng	David J. Flaspohler	Martin J. Thompson
Ralph J. Hodek	David J. Flaspohler	Martin J. Thompson	Mary Carol Friedrich
David J. Flaspohler	Martin J. Thompson	Mary Carol Friedrich	Latha C. Poonamallee

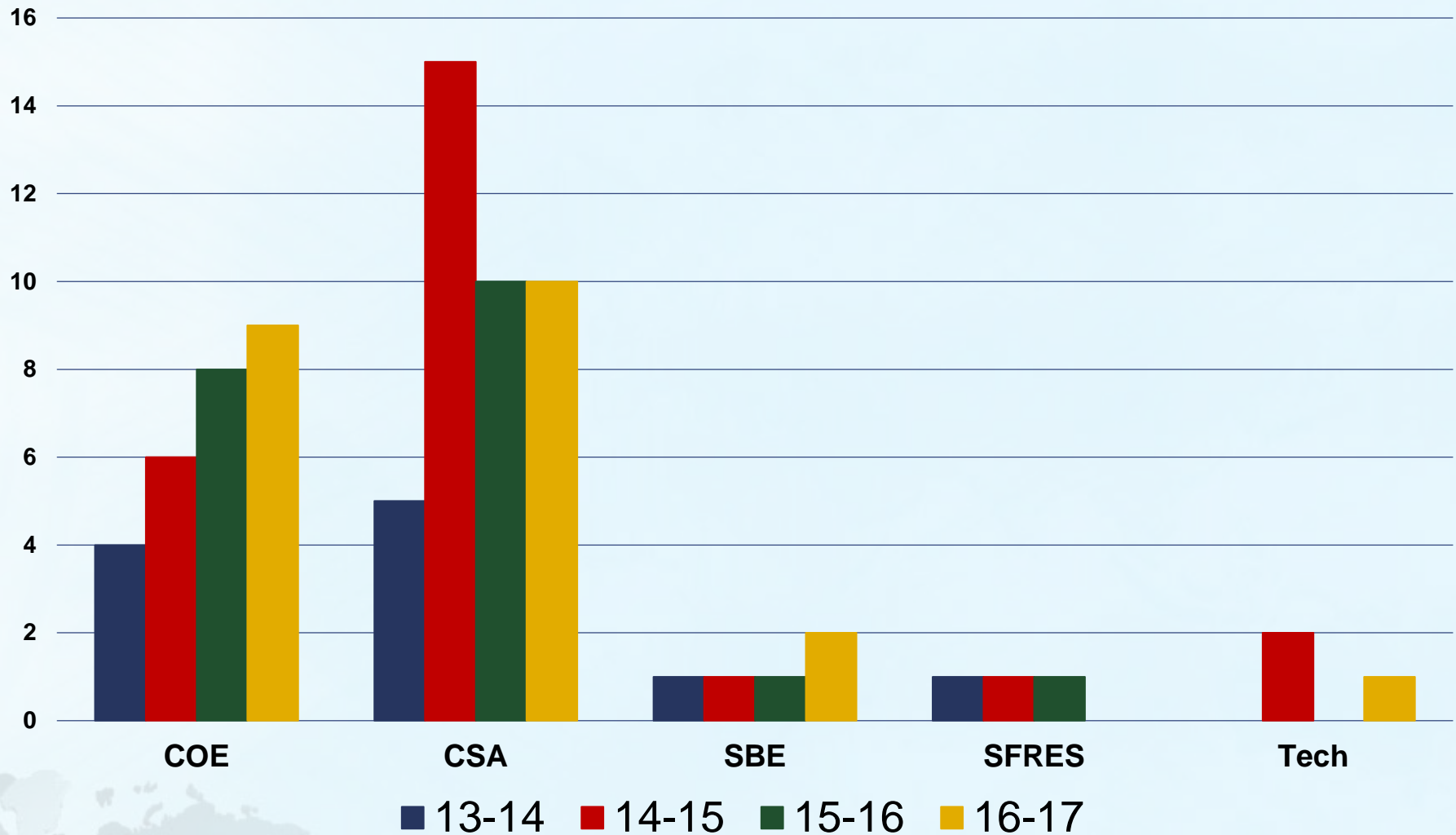
LOCATIONS AT WHICH SABBATICALS WERE TAKEN 2013-2017



DURATION OF SABBATICALS



SABBATICAL LEAVES BY ACADEMIC UNIT 2013-2017



SABBATICAL LEAVES AND REPORTS FILED

Sabbatical Leave Academic Year	Number of Leaves Granted*	Leave Reports Filed**	
		Filed/Due	Not Yet Due
13-14	11 (4,3,4)	10	
14-15	25 (4,9,12)	10	
15-16	20 (2,6,12)	Filed/Due	Not Yet Due
		0/2	18
16-17	22 (6,7,9)	Not Yet Due	

*Numbers in parentheses indicate (fall semester, spring semester, full year)

**Corrected to Provost records as of 04/15/2016

Recommendations

RECOMMENDATIONS

1. File the report with University Senate at the first senate meeting of each academic year.

Rationale: Most processing occurs in the spring for the next year. This will give a more complete picture of the previous academic year's activities.

RECOMMENDATIONS, continued

2. Develop and publish a University Sabbatical Leave Report Template.

At a minimum it needs:

- a) Name and date submitted
- b) Dates of sabbatical from the President's offer letter
- c) Duties outlined by the President's offer letter
- d) Proposed objectives from sabbatical leave proposal
- e) Objectives accomplished

RECOMMENDATIONS, continued

3. Change Regulation

Presently the sabbatical leave application requests (requires) that a copy of the sabbatical leave report from the previous sabbatical leave be included. This sometimes requires a notification be given to the applicant that the application is incomplete without it. They often come in undated and without even a heading.

It is recommended that the leave report be dated by the Provost's office upon receipt and that the sabbatical leave timeclock to the next leave starts upon receipt of the report by the Provost. This change along with the template might ensure that the faculty members understand that the sabbatical leave is not an automatic right, but a leave that carries with it responsibilities.

This report was prepared by Ralph J. Hodek.
Any errors are his.

The recommendations are solely the opinion of
Ralph J. Hodek, based on his three years as
Chair of the University Sabbatical Leave Committee.

*Special thanks are given to Roberta M.
Dessellier for her guidance,
and to Jane E. Waters and Amie S.
Ledgerwood for their assistance.*