

# The Senate of The Michigan College of Mining and Technology

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## Superseded

### PROPOSAL 4-59

#### POLICY ON SABBATICAL LEAVE AT M.T.U.

##### I. General Policy

The policy of granting sabbatical leaves of absence is intended for the mutual benefit of the institution and the person granted such a leave. Sabbatical leaves may be granted academic faculty members in order to provide a period of creative activity for the purpose of furthering professional competence. The granting of such leave will in no case be automatic, and each request for sabbatical leave will be judged on its own merits.

##### II. Types of Leave

- A. Any member of the academic faculty of Michigan Technological University who has served for six years\* may apply for a year's leave of absence on no more than half pay.
- B. Any person receiving sabbatical leave must agree to return to his position for the following year, with such exceptions as the President of the University may permit.

##### III. Procedure

- A. A committee on sabbatical leave shall be established. It shall consist of five members of the academic faculty appointed by the President of the University.
- B. The applicant for sabbatical leave shall prepare a detailed description of his program for research, study, or other activities that he proposes to conduct during his period of absence. He shall present his request for leave to his Department Head or immediate supervisor, who shall transmit it, with his comments, to the committee on sabbatical leave.
- C. The committee on sabbatical leave shall screen, scrutinize, and make recommendations to the President on all applications for sabbatical leave. The committee on sabbatical leave shall make an annual report to the Senate, including any policy changes that seem desirable.

##### IV. Money from Outside Sources

Academic faculty members on sabbatical leave of absence may receive money from fellowships, grants, or other sources. In their application for sabbatical leave, they shall record the amount and source of money they expect to receive from outside sources.

\*The definition of a year depends on the academic faculty member's terms of employment. For those on a 9-month appointment, a year shall be interpreted as meaning 9 months; for those on a 12-month appointment, as 12 months.

**Proposal Approved by Senate: 24 January 1967**

**Accepted by Administration: Spring 1967**

**Amended by the Senate: 10 April 1968**

**Amended version approved by Board of Control: 7 June 1968**

**Amended by Proposals 13-78 and 2-80**

**Superseded: Proposal 9-05**