

## Arts & Sciences Accelerated Sabbatical Policy

Only tenured Arts & Sciences faculty are eligible. Please provide evidence to your chair of having met the three criteria below. *Chairs are responsible for certifying that faculty have met all criteria.*

### Criterion I

Applicants must outline an intellectual program demonstrating specific, effective and timely use of the leave to advance their scholarship.

### Criterion II

Since the last sabbatical leave, the applicant has:

- a) taught both undergraduates and graduates (in PhD granting departments);
- b) provided evidence of high-quality teaching; and
- c) **taught at least 10 undergraduate courses**, with appropriate enrollments of at least six students.
  - This may include graduate courses with more than 5 undergraduates enrolled.
  - Any class with more than 100 students may count as “two courses” towards the 10 course threshold. This bonus may be invoked no more than three times in any pre-sabbatical period.
  - Course equivalence for supervision of independent study: a minimum of six such supervisions may count as one course towards acceleration (6:1). Departments may maintain higher thresholds if they wish.
  - Course equivalence for thesis supervision: a minimum of six undergraduate theses supervisions may count as one course towards acceleration (6:1); a minimum of four graduate dissertation supervisions may count as one course towards acceleration (4:1). In both cases, theses may be counted only once between sabbatical leaves.
  - Directors of Undergraduate Studies and Directors of Graduate Studies who receive course relief for their service may count that relief as a course towards acceleration, to a maximum of two course credits between sabbatical leaves.

### Criterion III

Since the last sabbatical leave, the individual has performed significant, measurable service beyond the classroom and beyond the minimum. Departments may institute quantitative metrics to assess this criterion. Assessment will rest with department chairs.

**Please note these additional points:**

- Faculty may begin accruing eligibility since their last sabbatical.
- Faculty who are eligible to apply for a traditional sabbatical **must** do so before

- applying for an accelerated leave.
- Faculty applying for a traditional sabbatical shall be given preference over faculty applying for accelerated leave.
  - Traditional and accelerated sabbaticals may not be combined.
  - Four complete years of full time residency must separate sabbatical leaves.
  - Chairs are responsible for ensuring that no more than 25% of their department faculty are granted leave during any semester.

The criteria and implementation of this policy will be reviewed three years after its inception.

January 9, 2009