

WEST VIRGINIA
SECRETARY OF STATE
KEN HECHLER
ADMINISTRATIVE LAW DIVISION

Form #2

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OFFICE OF WEST VIRGINIA
SECRETARY OF STATE

NOTICE OF A COMMENT PERIOD ON A PROPOSED RULE

AGENCY: Board of Directors of the State College System FILE NUMBER: 131
RULE TYPE: Interpretive; CITE AUTHORITY WV Code 18B-1-6, 18B-7-2,
18B-1-9
AMENDMENT TO AN EXISTING RULE: YES NO

IF YES, SERIES NUMBER OF RULE BEING AMENDED: 10

TITLE OF RULE BEING AMENDED: Sabbatical Leave

IF NO, SERIES NUMBER OF NEW RULE BEING PROPOSED: _____

TITLE OF RULE BEING PROPOSED: _____

IN LIEU OF A PUBLIC HEARING, A COMMENT PERIOD HAS BEEN ESTABLISHED DURING WHICH ANY INTERESTED PERSON MAY SEND COMMENTS CONCERNING THESE PROPOSED RULES. THIS COMMENT PERIOD WILL END ON May 31, 1990 AT 5:00 p.m.

ONLY WRITTEN COMMENTS WILL BE ACCEPTED AND ARE TO BE MAILED TO THE FOLLOWING ADDRESS.

Public Information Officer
WV Higher Education Central Office
1018 Kanawha Boulevard, East, Suite
Charleston, West Virginia 25301

THE ISSUES TO BE HEARD SHALL BE LIMITED TO THIS PROPOSED RULE.

Stephen E. Haid/jc

ATTACH A **BRIEF** SUMMARY OF YOUR PROPOSAL

POLICY BULLETIN NUMBER 10

Policy Bulletin Number 10 establishes a uniform Sabbatical Leave Plan for higher education personnel.

The revisions to the existing policy bulletin grants institutional presidents approval authority with notification of such action to the Chancellor.

TITLE 131
INTERPRETIVE RULE
BOARD OF DIRECTORS OF THE STATE COLLEGE SYSTEM
SERIES 10
POLICY BULLETIN NO. 10

TITLE: Sabbatical Leave

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TITLE 131

INTERPRETATIVE RULE

BOARD OF DIRECTORS OF THE STATE COLLEGE SYSTEM

SERIES 10

POLICY BULLETIN NO. 10

TITLE: Policy Regarding Sabbatical Leave

Section 1. General

1.1 Scope - That the ~~West--Virginia~~ Board of Regents ~~Directors of the State College System~~, consistent with the provisions of the West Virginia Code, Chapter 18 18B, section-twenty-five two, article ~~twenty-six seven~~, hereby adopts the following uniform Sabbatical Leave Plan, and herewith rescinds all Sabbatical Leave Plans previously established for educational personnel under the Board of Directors.

1.2 Authority West Virginia Code 18B-1-6
18B-7-2, 18B-1-9.

1.3 Filing Date -

1.4 Effective Date -

1.5 Repeal of Former Rule - Revises and Replaces Policy Bulletin No. 10 dated May 7, 1985.

Section 2. Purpose

2.1 Sabbatical leave may be granted to a faculty member so that he/she may engage in research, writing, or other activity calculated to contribute to professional development and his/her usefulness to the college or university.

Section 3. Eligibility

3.1 Any person holding faculty rank is eligible for sabbatical leave after the completion of at least six years of full-time employment ~~in-one-or-more-state--colleges or-universities~~ at the institution where presently employed. After completing a sabbatical leave, a faculty member shall not again be eligible until the seventh subsequent year. Separate summer school employment shall not be considered for sabbatical leave.

Section 4. Conditions Governing the Granting of
Sabbatical Leave

4.1 The awarding granting of sabbatical leave is not automatic but shall depend on the merits of the request and on conditions prevailing in the colleges ~~or universities~~ at the time. Sabbatical leave ~~recommendations~~ will be presented granted by the president of the institution ~~to the Board of Regents for approval and notification of such action communicated to the Chancellor who shall include such action in his/her Chancellor's report and in the Board's approved minutes.~~

4.2 In consultation with the faculty, the presidents of the state colleges ~~and universities~~ shall develop appropriate criteria for determining the usefulness of the proposed activity to the institution and equitable procedures and standards for processing applications for leaves.

Section 5. Compensation

5.1 A faculty member on sabbatical leave shall receive full salary for no more than one half of the contract period or half salary for no more than the full contract period. If a faculty member's salary is not paid wholly from state funds allocated by the Board of Regents Directors, the president shall so inform the Board Chancellor. ~~and justify his/her recommendation for a sabbatical under such circumstances.~~

Section 6. Obligations of the Faculty Member

6.1 An applicant for a sabbatical leave shall submit to the president in writing a detailed plan of activity which he/she proposes to follow.

6.2 In accepting a sabbatical leave, a faculty member shall sign a statement indicating that he/she is aware of and agrees to all conditions of the leave as specified herein.

6.3 While on sabbatical leave, a faculty member may not accept remunerative employment without the written consent of the president or his/her designated representative. Fellowships, grants, assistantships, and similar stipends shall not be considered remunerative employment.

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6.4 Upon completion of a sabbatical leave, a faculty member shall file with the president of the college ~~or--university~~ a written report of his/her scholarly activities while on leave.

6.5 A faculty member is obligated to return for a full year of service upon completion of the leave. Failure to return will obligate the faculty member to fully reimburse the institution for salary received during the period of the leave.

Section 7. Obligations of the Institution/System

7.1 A faculty member's institutional position, status, and rank shall not be adversely affected solely by his/her absence while on sabbatical leave.

Adopted August 24, 1971
Revised: May 7, 1985
Revised: November 13, 1989