

IBS POLICY ON PAID SABBATICAL LEAVES FOR CONTRACT FACULTY

For faculty outside the tenure structure the following applies:

Paid sabbatical leave is granted by the Associate Dean for Academic Programs. It is intended to promote research, advance teaching skills and provide an opportunity for professional development. Proposals for paid sabbatical leave should include an explanation of the nature of the leave, its goals, duration, and whether or not benefits are to be provided by another institution during the leave. On returning from a sabbatical leave the faculty member must submit a detailed report of leave activities to the Associate Dean for Academic Programs.

Contract faculty are first eligible for paid sabbatical leave after completing full-time appointments at IBS for 7 years (14 semesters) as a Senior Lecturer or as an outside the tenure structure professor, e.g., Associate Professor of the Practice, Professor of the Practice, Assistant Professor, Associate Professor, Professor, (The 14 semester count could include a mixture at these various ranks.) Thereafter, IBS outside the tenure structure faculty become again eligible for sabbatical leave after every six years (12 semesters) of full-time service.

Paid leave may be granted for two semesters at half salary or one semester at full salary. During paid leave the University's contributions to health insurance and retirement benefits are continued unless such payments are assumed by another institution. Upon completion of a paid leave, faculty are expected to return to full-time service at Brandeis for at least two consecutive semesters.

Faculty eligible for a sabbatical leave should discuss plans for the leave with the Associate Dean for Academic Programs in the academic year before the expected leave year, and submit a written proposal. Although every effort will be made to accommodate leave request plans, the Associate Dean for Academic Programs will consider impact on IBS programs of granting leaves in any particular semester or year.