

UNIVERSITY OF THE VIRGIN ISLANDS
BOARD OF TRUSTEES RESOLUTION

Purpose

To amend the policy on sabbatical leave by removing the requirement that it be approved by the Board of Trustees.

WHEREAS, at its meeting on June 5, 1993, the Board of Trustees approved modifications to the sabbatical leave policy of the University, and

WHEREAS, certain members of the Trustees expressed the desire that requests for leaves under the revised policy be handled by the administration and that the requirement for approval of the Trustees be removed,

NOW, THEREFORE BE IT RESOLVED

That the Board of Trustees approve the following amendment to the policy as shown in the attached document in which the portions to be deleted are shown in square brackets.

CERTIFICATION

The undersigned does hereby certify that the foregoing is a true and exact copy of a resolution of the Board of Trustees of the University of the Virgin Islands adopted at its meeting on Saturday, July 7, 1993, as recorded in the minutes of said meeting.

Orville Kean
Secretary of the Board

June 5, 1993
Date

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3. SABBATICAL LEAVE

- a. Sabbatical leave is a privilege to be applied for in each case and is in no instance to be considered an earned right. Such leaves may be granted for the purpose of advancement of knowledge or professional improvement of mutual benefit to the University and the individual. The applicant should file a specific written application accompanied by a statement as to how the leave is to be used. The application should state clearly how the leave articulates, and promotes, the achievement of current goals of the University.

This application shall be submitted to the Division Chairperson who will review it in consultation with the Dean of Instruction and Academic Affairs. The Chairperson and the Dean shall make a formal written presentation to the Vice President for Academic Affairs concerning the merits of the proposal. The Vice President for Academic Affairs, in turn, will review the application and the recommendations of the Division Chairperson and the Dean and make his/her recommendation to the President. [The latter will submit his/her recommendation to the Board of Trustees.] If a sabbatical leave is granted [by the Board], the terms of the leave shall be stated in writing by the University. (See Appendices X, XI and XII for further details.)

- b. The sabbatical privilege is open to all full-time teaching faculty who have been in full-time service to the University for at least seven years. After a period of seven years of full-time service subsequent to the return, the faculty will be eligible for another sabbatical.
- c. Sabbatical leave may be for one semester with full pay, or two semesters with half pay.
- d. All applications for sabbatical will be made at least one year prior to the date when the leave is to begin. The successful grantee will receive notification that the leave is granted at least three months before the end of the semester previous to the one in which the leave is to begin. The application shall contain:
 1. A description of the activities to be pursued and the objectives to be achieved while on sabbatical, including adequate supporting information and specific details.

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