

TERMINAL LEAVE FOR FACULTY

Terminal leave is defined as a leave of absence with pay extending over a period which terminates on the effective date of a faculty member's separation from employment with the institution. Terminal leaves are beneficial to the institution and its programs since they may provide a means to reallocate positions and other resources from low-demand to high-demand programs. The President may or may not grant a terminal leave, upon application by the faculty member, in accordance with the following provisions:

Eligibility and Duration

Only full-time tenured faculty members are eligible for terminal leave; if awarded, such a leave shall be with full pay for a period not to exceed twelve months, or with half pay for a period not to exceed twenty-four months.

Conditions

While on terminal leave, a faculty member shall:

- 1) Remain an employee of his/her institution, and be subject to all policies of the Board of Regents and the institution;
- 2) Receive the salary which would have been accorded had he/she remained at the institution, in accordance with the option selected as noted above;
- 3) Retain eligibility for all benefits normally associated with full-time employment, with the exception of annual leave; and
- 4) Not be required to perform duties of any kind during the period of leave unless otherwise stipulated.

The faculty member shall agree, in writing, to the conditions of the leave, waiving all claims arising out of his/her employment, other than those specified in item 3 above, and also waiving all claims to subsequent employment at the institution.

Procedures

The faculty member must apply in writing for terminal leave. A copy of the application should be sent to the Vice President for Academic Affairs, the Personnel Subcommittee

and the Departmental Review Committee/Chair. The Vice President for Academic Affairs will consult with the President. The President will review the decision and a letter of approval/non-approval will be issued from the President's Office.

Ref. BOR VII - 2.00