

Faculty Research and Professional Development Committee Meeting  
26 February, 2014  
Faculty Senate Conference Room 2:00-3:15

Agenda

- I. Approve report from January 2014 meeting
- II. Announcements
  - a. Faculty Development Workshop for Spring Break canceled
  - b. Faculty Development Workshop in May?
  - c. NEH, NEA, Grants...
  - d. Other announcements
- III. NCCU Faculty Teaching Awards: Comments and Recommendations
- IV. Sabbatical Policy Statement and revision to Faculty Handbook
- V. Funding for Faculty Development
- VI. Establish mentoring network, i.e. collaborative relationships between senior and junior faculty across disciplines
- VII. Action Items for March Faculty Senate Meeting

## FACULTY SENATE STANDING COMMITTEE MONTHLY REPORT

Committee Name: **Faculty Research and Professional Development**

Committee Chair: John Prince

Members Present: Claudia Becker

Meeting of Wednesday, 26 February, 2014, 2:00 p.m.

Accomplishments and/or Activities for month(s) of February: The Committee Chair briefed the committee's new member, Dr. Becker, on the committee's charge and issues from its previous two meetings.

1. Discussion of Faculty Awards: Process needs to be more transparent and a committee needs to be formed from the Faculty Senate if the Provost's Office no longer controls it.
2. Discussion of funding for faculty development: The Provost's Office needs to make an institutional commitment to fund faculty professional development activities.
3. Recommendation to have an information session to take the mystery out of grant writing for members of all disciplines.
4. Recommendation to have a team-building event sponsored by OSRP and Institutional Advancement to foster cross-disciplinary collaboration and mentoring of junior faculty by senior faculty.
5. Discussion of Sabbatical. A draft statement was disseminated to members present and later emailed to the rest of the committee and the Faculty Senate Chair.

### Action Items:

1. No action items submitted for full Faculty Senate vote or action—all items from February meeting were tabled until the March 7 meeting.

Outstanding Issues or Concerns:

1. At present, sabbatical does not exist on the NCCU campus. The Faculty Handbook should be amended to include a statement on faculty sabbatical that is consistent with the UNC system policy on sabbatical. Such a statement belongs in Chapter 5 of the Handbook. The committee will continue to discuss and revise a draft statement at our next meeting in March 2014.
2. The committee will continue to pursue professional development funding opportunities for faculty. Provost should make an institutional commitment to fund faculty professional development activities.
3. The committee will further analyze the process by which faculty awards are determined and make recommendations later in the spring semester.

Respectfully submitted,

John Prince \_\_\_\_\_ (chair signature)

28 February, 2014 \_\_\_\_\_ (date)

## **Resolution 2008-1. On a Faculty Sabbatical Program. (UNC-CH)**

*Submitted by the Faculty Research Committee.*

The Faculty Council resolves:

The Faculty Council affirms and endorses the value of a faculty sabbatical program that is competitive with our peer institutions. Funding for such a sabbatical program should be one of the highest priorities for the University of North Carolina at Chapel Hill and should be included in its next capital campaign.

Comment: Under Chancellor Moeser's leadership, the University of North Carolina at Chapel Hill has set a goal of generating at least \$1 billion in annual external funding for faculty research by 2015. Achievement of that goal will be significantly enhanced by a sabbatical program that affords to faculty members periodic opportunities to engage in intensive study that develops new skills and ideas and refreshes the mind, thereby improving research productivity. Such a program would also be useful in encouraging faculty members to become more effective teachers by having opportunities to develop new courses, new curricula, and new pedagogical techniques, and it would promote increased engagement with public and non-profit organizations and programs in North Carolina and elsewhere. Most of our peer institutions have regular sabbatical programs in place that are accessible to most of their faculty. Our own competitive leave program is able to fund only a very small number of leaves each year, thereby putting Carolina at a competitive disadvantage in recruiting and retaining the most talented and productive faculty.

Draft Statement on Faculty Sabbatical at NCCU. Chapter 5 of Faculty Handbook.

### **Section 5.2 FACULTY SABBATICAL LEAVE**

#### **5.2.1 Purpose**

The purpose of the sabbatical leave program is to free faculty members from their normal university responsibilities, allowing them to pursue their scholarly interests full-time and maintain their professional standing so that they may return to the classroom with renewed energy, attitude, and insight.

Those eligible to take sabbatical leave are tenured Assistant Professors, Associate Professors, and Full Professors. Faculty are eligible for sabbatical leave beginning in their second year after being granted tenure. Faculty who have been granted a sabbatical leave will be eligible for another sabbatical after they have returned to their normal position of full-time service for six years.

Faculty on sabbatical leave remain subject to the policies on conflict of commitment and interest and outside consulting activities.

#### **5.2.2 Sabbatical Leave Request**

Sabbatical leave must be requested and is not guaranteed. It is granted by the college or school Dean following approval of a leave request proposal by the department Chair(s). In the case of joint/secondary appointments, faculty must take sabbatical leave from all (primary, joint, secondary) departments, schools, and designated institutes. Sabbatical leaves must be approved by all departments, schools, and designated institutes.

The application for leave includes a description of arrangements to cover the faculty member's instructional responsibilities, supervision of his or her dissertation students and advisees, and other administrative duties for which he or she is responsible. In addition, the application must fully describe activity planned for the leave period. If the individual expects to receive income during the sabbatical period to supplement his or her sabbatical salary, a description of the activities generating such income, and the anticipated amounts, should be included. Substantial changes in leave plans or supplemental income require approval by the department Chair and Dean.

The University compensation associated with a sabbatical leave is intended to make it financially possible for a faculty member to carry out his or her leave program. Projected outside earnings may be taken into account in the decision to grant sabbatical leave and in setting the percentage of salary to be received from the University. Total compensation during a sabbatical leave should not normally exceed the faculty member's full-time base salary for the leave period.

Faculty on sabbatical continue to be eligible for health and welfare benefits coverage and receive the full university contribution for such coverage.

### **5.2.3 Appointments at Other Institutions**

A faculty member on sabbatical leave may not assume a regular faculty or administrative position at another institution of higher education. However, faculty on sabbatical leave may accept a visiting professor appointment at another educational institution.

### **5.2.4 Service Accrual Toward Sabbatical Leave**

To be counted toward sabbatical leave, full-time service must include a normal full-time teaching load (generally four courses per semester). Participation at an NCCU overseas program or in field work that is an integral part of a department's academic program is considered regular service and accrues eligibility toward sabbatical leave. Time spent on leave without salary, extended absences for reason such as illness, periods of pure research and full-time non-teaching service are normally excluded in calculating sabbatical eligibility.

### **5.2.5 Calculating Sabbatical Leave Duration and Rate of Pay**

The usual length of sabbatical is one semester at 50% of the faculty member's annual salary, two semesters at 100% of the annual salary, or a three-month summer sabbatical at 25% of the annual salary. The maximum length of sabbatical leave is one year. Faculty should be compensated with their normal salary, regardless of the length of their sabbatical because they are expected to devote their full time (forty hours per week) to the sabbatical project. Additional consideration,

in the form of grants provided by the university, may be made for faculty who need to travel or fund project-related expenses that the faculty member would not normally be expected to cover personally. The rate of pay may be reduced if the faculty member is receiving funding (e.g. grants or salary) from another source.

### **5.2.6 Return to Service Following Sabbatical Leave**

The purpose of the sabbatical leave program is to enable faculty to pursue their scholarly interests full-time and then return to their normal responsibilities. Therefore, faculty are expected to return to full-time service at NCCU upon completion of their sabbatical. Sabbatical leave may not be taken during a one-year terminal extension of a regular term appointment or during the academic year immediately preceding retirement. Upon recommendation from the Dean of the faculty member's school or college, the Provost may approve an exception to this policy under exceptional circumstances. Accordingly, eligibility for sabbatical expires upon termination of employment with the university; there is no compensation given at that time for unused sabbatical.