

FACULTY INFORMATION BULLETIN

California State University, Bakersfield
Office of the Provost and Vice President for Academic Affairs

Sabbatical and Difference-in-Pay Leaves for 2009/2010

**Applications Due
October 27, 2008**

Applications for 2009/2010 Sabbatical and Difference-in-Pay leaves are being accepted at this time in the Office of the Provost and Vice President for Academic Affairs. Full-time faculty and librarians who have held full-time positions in academic assignments for six of the last seven academic years are eligible for any one of the following types of sabbatical leave:

- a) one quarter at full pay
- b) two quarters at 3/4 of full pay
- c) three quarters at 1/2 of full pay

An applicant granted a difference-in-pay leave receives an amount of pay that is the difference between the applicant's salary and the minimum salary at the Instructor rank (currently \$3,456/month – *includes 2% GSI eff. 6/30/08*). The CSU/CFA Collective Bargaining Agreement provides that, "A faculty unit employee will be eligible for a *subsequent* difference-in-pay leave after he/she has served full time for three years after the last sabbatical or DIP leave and satisfied the obligation in Article 28.16."

Application Process and Deadline

Procedures for preparation of your leave application are outlined in Section 307.2 of the CSUB Faculty Handbook. The handbook is available online at <http://www.csub.edu/AcademicAffairs/Handbook/handbook.htx>. An application cover form, which must be submitted with your proposal, is attached. Acknowledgments from your department chair and dean are required on the application form.

Please be sure to carefully follow the guidelines and criteria in the Handbook. Your application must include a statement of purpose for the sabbatical, a description of the proposed project and the CSU resources, if any, necessary to carry it out, and a statement of the time requested, which shall not exceed one (1) year.

The CSU-CFA Contract Article 27.10b provides that, "all applications for sabbatical leave at one-half (1/2) of full salary shall be approved if they meet the criteria set forth in provisions 27.5 – 27.8. If there are a sufficient number of faculty unit employees eligible for sabbatical leave who meet the conditions of this Article, then a campus shall grant no fewer sabbatical leaves than twelve percent (12%) of the total number of campus faculty unit employees eligible to apply for such leaves in that year in addition to those faculty approved for a sabbatical at one-half (1/2) of full salary."

Questions regarding eligibility for paid leaves may be directed to Dee Rengil, extension 3403. Please submit **five** copies of your application (including the application cover form) to the Faculty Honors and Awards Committee (c/o the Office of the Provost and Vice President for Academic Affairs) by **October 27, 2008**.

Sabbatical Application Deadlines

Oct. 27, 2008 Monday at 5:00 p.m.	Sabbatical applications (five copies) due to the Office of the Provost and Vice President for Academic Affairs.
Nov. 10, 2008 Monday at 5:00 p.m.	Department chairs submit their recommendations to their Dean and the Provost.
Nov. 12, 2008 Wednesday at 5:00 p.m.	Deans/Directors submit their recommendations to the Provost.
Nov. 12, 2008 Wednesday at 5:00 p.m.	Honors and Awards Committee submits its recommendations to the Provost.
Dec. 1, 2008 Monday at 5:00 p.m.	The Provost submits her recommendations to the President.
Jan. 02, 2009 Friday at 5:00 p.m.	The President informs sabbatical applicants of his decisions.