

To: Council of Academic Deans (CAD)
Institutional Policy Committee (IPC)
Senate Advisory Committee on Academic Policy (SACAP)
Academic Senate Executive Committee (ASEC)
Academic Senate
Board of Trustees

From: Sarah Projansky, Associate Vice President for Faculty, Academic Affairs
Angela Fagerlin, Associate Vice President for Faculty, U of U Health
Contacts: Trina Rich, Director of University & Academic Affairs Policy Administration

Date: March 2024

Re: Regulations governing various types of leaves for faculty-Phase 1 proposal

Introduction and Background:

The regulations that govern leaves for faculty have been listed in multiple locations and are not easy to find. This scattered approach has caused confusion and has led to misinformation at multiple levels. To alleviate the pain points in Human Resources and the Offices for Faculty who both administer and oversee faculty leaves, we are proposing the following three phase approach for updates to the leave policies:

Phase 1:

- Policy 5-201: Leaves of Absence (Non Health-Related)
- Rule R5-201A: Scope, Eligibility and Limitations for Leaves of Absence (Non Health-Related)
- Policy 5-202: Leaves (Faculty and Administrative Personnel)
- Policy 6-314: Leaves of Absence (this policy currently includes Sabbatical leaves)

Phase 2:

- Policy 6-315: Faculty Parental Benefits - Leaves of Absence

Phase 3:

- Policy 6-320: Part-time Status for Tenure-line Faculty and Academic Library Faculty

Proposed Phase 1 Changes:

The following editorial, reorganization, and clarification changes are proposed for the first phase:

1. Editing Policy 6-314 to include references to all leaves faculty are eligible for including references to the relevant regulation.
2. Relocating the faculty leaves currently described in Policy 6-314 to a related rule for each topic (Rules R6-314 A through C).
 - a. R6-314A: Sabbatical Leave
 - b. R6-314B: Administrator Leave

- c. R6-314C: Partial Leave with Partial Pay
3. Renaming leave after serving in an administrative position to Administrator Leave to avoid confusion with other administrative leaves used in investigations or disciplinary processes.
4. Relocating Leaves for Administrators to reduce repetition (Policy 5-202 and Rule R6-314B).
5. Removing librarian specific leaves from Policy 6-314. Academic Librarians are eligible for sabbatical and other faculty leaves.
6. Reorganizing and editing policy language for clarity and flow.
7. Removing outdated practices and requirements.
8. Simplifying procedures.

The substantive changes in Phase 1 include:

1. Clarifying eligibility for Administrator Leave and Sabbatical Leave.
2. Codifying Partially Paid Leave of Absence.

Regulation Development Process:

The following stakeholders and other advisors have been or will be consulted regarding this proposal:

1. Associate Vice President for Faculty, Academic Affairs and the Associate Vice President for Faculty, U of U Health (Policy Owners)
2. Human Resources (Policy Owners)
3. Institutional Policy Committee (IPC)
4. Council of Academic Deans (CAD)
5. Senate Advisory Committee on Academic Policies (SACAP)
6. Academic Senate Executive Committee