

1991-92
ACADEMIC SENATE
California State University, Sacramento

AGENDA

Thursday, September 26, 1991
Forest Suite, University Union

INFORMATION

1. Tentative Schedule--Fall 1991 Academic Senate Meetings, Thursdays, 2:30-4:30 p.m., Forest Suite, University Union:

October 10 - ROTC discussion	December 5
October 24	December 12
November 14	
November 21	

2. Senate Procedures:
 - a. Mentoring of new Senators.
 - b. Feedback to Chair.

CONSENT CALENDAR

AS 91-77/Ex. COMMITTEE APPOINTMENTS--UNIVERSITY

University Copyright and Patent Committee:
PAMELA MILCHRIST, At-large, 1994

AS 91-78/CC, GPPC, Ex. CURRICULUM REVIEW--INTERNATIONAL AFFAIRS PROGRAM*

The Academic Senate receives the commendations and recommendations of the Curriculum Committee and the Graduate Policies and Programs Committees on the program review of the International Affairs Program (Attachment A) and recommends that the International Affairs program be reapproved for six years or until the next program review.

AS 91-79/CC, GPPC, Ex. CURRICULUM REVIEW--DEPARTMENT OF MUSIC*

The Academic Senate receives the commendations and recommendations of the Curriculum Committee and the Graduate Policies and Programs Committees on the program review of the Department of Music (Attachment B) and recommends that the following programs in the Department of Music be reapproved for a period of six years or until the next scheduled program review:

1. The Bachelor of Arts degree program
2. The Bachelor of Music degree program
3. The single Subject Credential program
4. The Master of Arts degree program
5. The Minor in Music

*[Note: the complete Academic Program Review is available in the Academic Senate Office, Adm. 264.]

REGULAR AGENDA**AS 91-76/Flr. MINUTES**

Approval of the Minutes of meetings of September 12 (#3), 1991.

AS 91-75/Flr. WRITING REQUIREMENTS, G.E.--SUSPENSION OF (amends AS 91-42, "Policies Pertaining to the General Education Program and Course/Proficiency Requirements for Graduation with the Baccalaureate Degree")

The Academic Senate recommends the suspension of university imposed writing requirements (specifically in general education) in those classes where class size has been or will be raised above traditional limits.

AS 91-75A/Ex. WRITING REQUIREMENTS, G.E.

Carried [The Executive Committee introduces a motion to substitute the following text for AS 91-75.]

The Academic Senate directs the University Writing Committee to develop a proposal pertaining to writing requirements, general education and class size.

SECOND READING**AS 91-73/Ex. PROFESSIONAL LEAVES--CRITERIA AND POLICIES (Amends AS 84-39; PM 84-05)**

[See Attachment C for revisions to Article 27, Unit 3 M.O.U. AS 91-73 presented below includes in **bold** those amendments adopted by the Executive Committee subsequent to publication of the September 12 Senate Agenda.]

The Academic Senate recommends amendment of the "Policy on Leaves With Pay," as follows [~~strikeover~~ = deletion; underscore = addition]:

POLICY ON LEAVES WITH PAY

Traditionally, paid academic leaves are not a privilege, but a right. In affirming that tradition, the Statement of Principles on Leaves of Absence, adopted by the American Association of University Professors in 1972, states:

Leaves of absence are among the most important means by which a faculty member's teaching effectiveness may be enhanced, his scholarly usefulness enlarged, and an

institution's academic program strengthened and developed. A sound program of leaves is therefore of vital importance to a college or university, and it is the obligation of every faculty member to make use of the available means, including leaves, to promote his professional competence. The major purpose is to provide opportunity for continued professional growth and new, or renewed, intellectual achievement through study, research, writing, or travel.

The Statement further states that leaves should "be provided with reasonable frequency and preferably be available at regular intervals because they are important to the continuing growth of the faculty member and the effectiveness of the institution." At many reputable institutions of higher learning, sabbatical leaves are granted automatically as an incentive for professional growth. Sabbatical and other paid leaves are among the most precious assets that the University and its faculty possess and should be used as instruments of policy. Through the leaves faculty development and renewal occurs, faculty advance their disciplinary knowledge, attain additional competence in related or new fields of inquiry, and produce impressive scholarly and creative works. Through the experience gained by faculty on leaves the University benefits from revitalized people who bring new insights, vigor, and enthusiasm to their teaching assignments and other scholarly pursuits. The University promotes program development by assisting faculty through paid leaves to gain new awareness, knowledge, and skills in advancing and new fields. ~~By not adhering to this standard policy on sabbatical leaves, the California State University has long been doing a disservice to its faculty, its students, and the people of the State.~~

~~Because the California State University does not provide sabbatical leaves according to the ideal pattern, a limited number of leaves must be allocated to a larger number of eligible faculty. CSU policy with regard to sabbatical leaves is defined in Articles 27 and 28 of the Memorandum of Understanding. The following shall be the policy of CSU, Sacramento; it conforms to and elucidates Articles 27 and 28.~~

The President shall establish annually the initial number of professional leaves to be granted. This determination will be made following consultation with the School Deans, the Dean of the Library, and the Vice President for Academic Affairs and the Council for University Planning. The number of sabbatical leaves granted shall be no less than the number budgeted for the 1991-92 year. In order to minimize the inequities in the granting of sabbaticals based upon such issues as the size of the department or school and the recent sabbatical history of the department or school, the funds for the support of

~~sabbatical leaves shall be centralized.~~ The number of sabbaticals actually granted within each school shall not be predetermined. Rather, a centralized reserve, or some other funding mechanism, shall be established to avoid such inequities. The President shall ~~allocate~~ grant professional leaves on the basis of recommendations of a Professional Leave Committee and the School Deans or Dean of the Library. The Professional Leave Committee will be a University Committee, composed of nine elected members serving staggered three-year terms; to include four members elected by and from faculty members in Arts and Sciences, and one each elected by and from faculty members in Business ~~and Public Administration,~~ Education, Engineering and Computer Science, Health and Human Services, and the Library. Persons applying for sabbatical or difference-in-pay leaves shall be ineligible for election to the Professional Leave Committee. Normally, the term of membership shall be three years. Persons elected previously to membership on the Professional Leave Committee who apply for sabbatical or difference-in-pay leaves shall become ineligible to serve during the year in which their application is to be considered and shall be replaced for the remainder of their term by an appropriate election. The Professional Leave Committee shall recognize the importance to individual faculty members and to the University of professional leaves. The Committee shall function according to the following process and criteria.

I. APPLICATION PROCESS FOR PROFESSIONAL LEAVES

- 1A. An eligible faculty member who applies for a sabbatical leave must submit ~~two~~ four copies of his/her proposal ~~on~~ with the application form provided, by the announced University deadline, to the Office of Faculty and Staff Affairs.
- 2B. The ~~Associate Provost for~~ Dean of Faculty and Staff Affairs shall send a copy of the proposal to the Professional Leave Committee, and to the faculty member's home department or unit, ~~and to the appropriate School Dean or Librarian.~~
- 3C. The Department or Library unit shall prepare a statement regarding the possible effect on the curriculum and the operation of the department during the time of the leave should it be granted. This statement shall be written in consideration of the fact that the school and department shall normally be reimbursed for sabbatical leaves from the centralized fund as necessary to meet programmatic needs. This statement shall be forwarded to the School Dean.

5D. After reviewing all leave proposals against the specified criteria ~~(6.B below)~~ in Section II and considering the deans' comments concerning the merits of the proposed projects, the Professional Leave Committee shall sort the proposed projects into no more than three categories as follows:

- a) 1. Those that are judged by the Professional Leave Committee to be not acceptable;
- b) 2. Those that are judged by the Professional Leave Committee to be meritorious;
- e) 3. Those that are judged by the Professional Leave Committee to be outstanding and exceptional.

Of the three categories, it is the intention of this policy that the third category, those projects judged to be outstanding and exceptional, be reserved for those projects which, by virtue of some feature or features of extraordinary value or promise, warrant that the proposals be approved for funding regardless of equity, defined as accrued service since the establishment of initial eligibility for sabbatical leave.

~~The Committee shall recommend to the President that all proposals for projects placed in the second category, those judged to be meritorious, be ranked in order of accrued service and forwarded to the President with a recommendation that they be funded. The Professional Leave Committee shall rank any proposals in the third category ahead of those in the second category. Proposals in the second category shall be ranked in order of accrued service. The Professional Leave Committee shall forward through the appropriate School Dean to the President a recommendation for approval of the number of top-ranked leaves for which there is funding. The recommendation that those leaves be approved shall also be a recommendation that they be considered for granting, contingent upon the possible effect on the curriculum and the operation of the institution. A list of alternates shall comprise these proposals in the second or third categories that are not recommended for approval. Those proposals in the second or third category that are not included in the above-mentioned recommendation shall be recommended as alternates for approval. The alternates list will be constructed by order of ranking.~~

The Professional Leave Committee shall provide the President with a written statement of the reasons for recommending or not recommending funding approval of each proposal, including, when appropriate, a justification for recommending outstanding and exceptional projects for funding approval irrespective of accrued service. ~~In conveying its recommendations to the President, the Professional Leave Committee shall include the departmental statements and the deans' comments.~~ The Committee's recommendation shall be forwarded to the President via the appropriate School Dean.

delete so carried

4E. After considering the departmental statement and the recommendation of the Professional Leave Committee, the Dean or Librarian shall forward to the Professional Leave Committee President an assessment of the implications to the department's program, other campus programs, and the budget, should the leave be granted, and (may comment concerning) the merit of the proposal as compared with the specified criteria. The Dean shall include the departmental statement and the recommendations of the Professional Leave Committee with the material forwarded to the Professional Leave Committee President. A copy of the Dean's recommendation shall also be sent to the Professional Leave Committee.

F. Upon receipt of comments from a School Dean concerning the merit of a proposal, the Professional Leave Committee shall have the opportunity to respond to those comments by submitting a statement directly to the President.

II. EVALUATION OF APPLICATIONS

A. Dimensions of Evaluation

The Committee shall assess the *appropriateness* of the substance of each proposal, the *benefits* which would ensue from its being undertaken, and its *practicability*. A copy of the Dean's recommendation shall also be sent to the Professional Leave Committee. Upon receipt of comments from a School Dean concerning the merit of a proposal, the Professional Leave Committee shall have the opportunity to respond to those comments by submitting a statement directly to the President.

B. Criteria

1. *Appropriateness.* Appropriate sabbatical leave activities may include the following; this list implies no ranking of relative worth among the categories. The PLC will evaluate each proposal on the basis of standards relevant to its character.
 - a. A course of study leading to increased mastery of the applicant's own field, or the development of an additional area of specialization within his/her field, or the development of a new field of specialization;
 - b. A plan for professionally beneficial travel, which will enable the applicant further to develop his/her knowledge, skill, or expertise in a discipline or area of specialization within a discipline;
 - c. Professional development of a scope or nature not possible through normal workload assignment;
 - d. Pursuit of a scholarly, research, or creative project of a scope or nature not permitted through normal workload assignment;
 - e. Study or experience designed to improve teaching effectiveness;
 - f. Study or experience designed to improve professional practice.
2. *Benefit.* Sabbatical leave projects should demonstrate clear promise of producing results beneficial to students, to the development of the profession or a discipline within the profession, to the University, and/or to the faculty member as a teacher, scholar, or professional practitioner.
3. *Practicability.* The PLC shall determine whether the proposed project is clearly defined and articulated, and conforms to the requirements of Contract Article 27.3, and the stated objectives of the proposal are realistically attainable.

III. DIFFERENCE-IN-PAY APPLICATIONS

- A. Faculty members eligible for Difference-in-Pay leaves shall submit four copies of their proposals with the

applications to the PLC on the forms provided to the Office of Faculty and Staff Affairs. Deans and departments will submit to the PLC assessments of the impact of proposed leaves on curriculum and programs. The PLC will forward to the Provost President via the appropriate School Dean all Difference-in-Pay proposals which meet minimal quality standards. After considering the departmental statement and the recommendation of the Professional Leave Committee, the Dean shall forward to the President an assessment of the implications to the department's program, other campus programs, and the budget, should the leave be granted, and may comment concerning the merit of the proposal as compared with the specified criteria. The Dean shall include the departmental statement and the recommendations of the Professional Leave Committee with the material forwarded to the President.

- B. Deadlines for Difference-in-Pay applications shall be flexible; it shall be campus practice to grant Difference-in-Pay leaves whenever possible in the interests of faculty members, departments, and schools.
- C. Sabbatical leave applications that have been recommended by the PLC shall also be considered to have been recommended for Difference-in-Pay leaves if requested.

After reviewing thoroughly the attached Academic Program Review Report for the International Affairs Program, prepared by the Review Team jointly appointed by our respective groups, the Academic Senate Curriculum Committee and the Graduate Policies and Programs Committee make the following responses in terms of commendations and recommendations, and directs these to the indicated units and administrative heads. (Page references refer to the documentation for the response in the Review Report.)

Commendations to the International Affairs Program

The International Affairs program is commended for

1. its exceptional and dedicated multidisciplinary faculty which has
 - a. succeeded in maintaining a fine International Affairs program while performing their regular duties in their home departments.
 - b. provided personal attention to students enrolled in the program in the absence of the cohesiveness of a traditional departmental structure.
 - c. maintained a program so highly regarded by the campus community as to make it relatively easy to receive the support of departments in lending their faculty to the International Affairs program.
2. the dedication of those faculty serving as coordinators of the program—in essence department chairs—for bearing much of the burden of advising a diverse population of students.
3. an exceptional clerical staff that maintains a well organized filing system and office in general so that easy tracking of students spread throughout the campus can be achieved.
4. its thoughtfully conceptualized, well structured, and sequential set of core courses.
5. its successful resolution of the major problems cited by the consultant in the immediate past program review.

Recommendations to the International Affairs Program

It is recommended that the International Affairs Program

1. continue to be housed in the School of Arts and Sciences. (p. 3)
2. continue to be maintained as an independent program. (p. 4)
3. faculty investigate the adequacy of their governance model to solve the problems of the well-established program it now is rather than the struggling program it was when the model was established. (p. 5)
4. coordinator establish a regular system of meeting with all faculty involved in the program throughout the semesters to achieve a cohesiveness and sense of community analogous to that of a department. (p. 5)

5. faculty modify the governance model to require the coordinator be elected from those faculty teaching the core courses or, at any rate, faculty who are always actively involved in teaching courses in the program on a regular and frequent basis. (p. 6)
6. take advantage of the interest and expertise of the students in the program and develop a procedure to allow students an active voice in the curriculum development if not the governance of the program. (p. 6)
7. maintain its current level of prerequisites in foreign languages and economics. (p. 7)
8. faculty consider the addition of a statistics course as a prerequisite for admission to the program. (p. 7)
9. faculty establish a waiver/substitution method to allow those students with exceptionally strong backgrounds in areas such as economics to skip relevant core courses and elect more rigorous seminar-style courses. Related to this, the faculty might consider a tracking system which would consider the backgrounds and goals of individual students in establishing the courses the student would take in the program. (p. 7)
10. establish a systematic method of controlling the content of core courses which would remain constant in the temporary absence of regular faculty. (p. 8)
11. faculty investigate the sequencing of the core courses to assure their content provides the proper foundation for learning by the student. (p. 8)
12. faculty make a decision on the nature and content of the culminating experience for the students in the program. (p. 9)
13. faculty establish a system for rigorous control on the content of theses and project. (p. 9)
14. faculty investigate ways of assuring students have chosen a thesis/project advisor, reading committee, and topic for investigation by the end of the first year in the program. (p. 9)
15. faculty investigate an increased liaison with the Office of International Programs as part of a goal of increasing internship opportunities. (p. 10)
16. faculty consider developing intercultural communication and cultural anthropology courses through the faculty of the relevant departments. (p. 10)
17. faculty develop a system of student evaluation of courses/faculty independent of that of the faculty's home department. (p. 10)
18. develop a procedure to have input into the hiring process of departments when the job description of those new hires suggests a potential for teaching in the International Affairs program. (p. 11)

19. investigate ways of improving academic and career advising. To relieve some of the initial advising burden of the coordinator, all new students could be divided among the pool of faculty as temporary advisors. (p. 13)
20. faculty establish a series of regular faculty seminars to increase the cohesiveness of an otherwise scattered student/faculty body and to help increase the program's sense of identity and community. (p. 13)

Recommendations to the Dean of the School of Arts and Sciences

It is recommended that the Dean of the School of Arts and Sciences

1. reevaluate the level of reimbursement to home departments for faculty borrowed by the International Affairs Program. (p. 11)
2. look favorably upon any requests to increase the telephone and postage allocations to the International Affairs program. (p. 13)
3. recognize the complementary nature of small programs (i.e., International Affairs) when combining staff activities and other administrative activities of such programs as funding becomes more constricted. (Recommendation adopted by committees after completion of review report.)

Recommendations to the Academic Senate

It is recommended that the International Affairs program be reapproved for six years or until the next program review.

5-20-91

After reviewing thoroughly the attached Academic Program Review Report for the Department of Music, prepared by the Review Team jointly appointed by our respective groups, the Academic Senate Curriculum Committee and the Graduate Policies and Programs Committee make the following responses in terms of commendations and recommendations, and directs these to the indicated units and administrative heads. (Page references refer to the documentation for the response in the Review Report.)

Commendations to the Department of Music

The Department of Music is commended for:

1. the establishment of a long range planning committee to coordinate its progress for the next years.
2. its development of and support for an outstanding credential program.
3. its outstanding technical and secretarial staff who contribute much to the strength of the programs in the department.
4. its music festivals such as the Festival of New American Music and public recital programs which contribute to the cultural development of the campus and community.
5. its strong contributions to the General Education program of the University.
6. an excellent faculty committed to spend the time at auditions, jury exams, and student recitals necessary to build a strong major program.
7. its support to the community and public school music programs demonstrated by its providing rehearsal and performance space for these groups.
8. its leadership in establishment of articulation assistance to regional campuses.
9. its library holdings, both in the department and the University Library, and the excellent librarian and staff in charge of the collection.
10. its physical plant and its inventory of instruments for student use.
11. its offerings in non-western music.
12. its hiring of a publicist to increase the awareness of the department and campus as a cultural center.

Recommendations to the Department of Music

It is recommended that the Department of Music

1. develop a more formal and systematic method of student advising that does not place as much burden on the applied teachers and distributes the task among the full time faculty who will be more familiar with the academic requirements of the School and University. (p. 7)

2. develop more systematic methods of getting student involvement in departmental affairs. This may be accomplished through existing student organizations within the department. (p. 8)
3. develop its BA program as a program for majors not planning a performance-oriented career. In particular, we recommend the department consider:
 - a. eliminating the requirement of the Senior recital,
 - b. reducing the number of semester recitals,
 - c. investigating the need for voice, piano, organ, and instruments to be studied by all BA students. (p. 10)
4. consider defining three concentrations within the BA program: music history, theory, and music education. (p. 10)
5. list the three units of Music 5—Introductory Theory and the 8 units of ensemble with the core requirements of the BA. (p. 11)
6. correct catalog copy, advising booklets and sheets to more clearly reflect the required units in the academic programs, particularly the Bachelor of Arts program. (p. 11)
7. list the three units of Music 5—Introductory Theory with the core requirements of the BM. (p. 11)
8. consider the appropriateness of a 20% cap on the enrollment in the BM program; should it be more rigorously adhered to? should it be increased? (p. 11)
9. tighten up the Master of Arts program by reducing the number of areas of concentration. Consider a graduate-level conducting course and courses stressing the multicultural diversity of the area and student body. (p. 12)
10. consult with the technical and secretarial staff regarding the impact of any proposed changes in the department on their ability to efficiently perform their functions. (p. 12)
11. investigate the standards of content and evaluation among all sections of a given course, particularly those in GE and Liberal Studies areas. (p. 13)
12. take advantage of their current faculty search, future hires, and the changes occurring statewide in the credentialing programs to become a leader in music education in Northern California. (p. 15)
13. consider developing a series of noontime recitals/lectures given by the faculty analogous to faculty seminars given in other departments. (p. 16)
14. assure that faculty search procedures generate pools containing minorities and women. The department's affirmative action representative should have that as their sole job. Take full advantage of the assistance offered through the University's affirmative action office. (p. 17)

15. assess the long range hiring needs of the department considering impending retirements, anticipated program needs, and, in particular, being mindful of the position of the Department in a School of Arts and Sciences and its need to serve non-majors. (p. 17)
16. consider hiring in "pop" music, jazz, and music management areas in addition to the ethnomusicology and music education areas for which faculty are currently being sought. (p. 18)
17. consider developing educational equity programs to encourage underrepresented student groups into the department's programs and their retention and success once there. (p. 18)
18. place the subject of the timing of auditions on an early agenda of the long range planning committee. They may wish to consider seeking augmented travel support from the School and University to facilitate on-site, off-campus auditions. (p. 20)
19. utilize the considerable talents of the existing faculty when establishing long-range curricular goals. This may involve changes in existing teaching assignments. Applied faculty may wish to prepare for teaching in General Education through participation in the "Writing Across the Disciplines Program". (p. 22)
20. initiate more vigorous pursuits of funding through outside sources as well as on-campus sources. (p. 22)
21. consider increasing the ticket prices for public events. (p. 22)
22. increase its adherence to the policies and procedures already developed for scheduling recitals and other events and consult with staff well in advance of any changes anticipated in these events. (p. 23)
23. consult with the University regarding the roping off of portions of the Music building parking lot after hours to be used by recital and events audiences. Consider the establishment of a parking fee for these events. (p. 24)
24. increase its liaison with the community through assisting public schools with their music programs, starting a Board of Visitors, developing internship programs with the Sacramento and Camellia Symphonies, providing rehearsal space—perhaps open rehearsals which could be used as student recruiting devices. (p. 25)
25. conduct a major investigation to determine the causes of the high attrition rate of its students and develop plans to reduce it. (p. 26)

Recommendation to the Dean of the School of Arts and Sciences

It is recommended that the Dean of the School of Arts and Sciences give serious consideration to a request by the Department of Music for an additional clerical position. (p. 23)

Recommendation to the Vice President for Administration

It is recommended that the University consider roping off of portions of the Music building parking lot after hours to be used by recital and events audiences, and consider the establishment of a parking fee for these events.
(p. 24)

Recommendation for Academic Senate Action

It is recommended that the following programs in the Department of Music be reapproved for a period of six years or until the next scheduled program review:

1. The Bachelor of Arts degree program
2. The Bachelor of Music degree program
3. The Single Subject Credential program
4. The Master of Arts degree program
5. The Minor in Music

5-20-91

ARTICLE 27

SABBATICAL LEAVES

- 27.1 A sabbatical leave shall be for purposes that provide a benefit to the CSU.
- 27.2 A full-time faculty unit employee shall be eligible for a sabbatical leave if he/she has served full-time for six (6) years at that campus in the preceding seven (7) year period prior to the leave and at least six (6) years after any previous sabbatical leave or difference in pay leave. Credit granted towards the completion of the probationary period for service elsewhere shall also apply towards fulfilling the eligibility requirements for a sabbatical. A leave of absence without pay or service in an academic administrative appointment excluded from the bargaining unit shall not constitute a break in service for eligibility requirements.
- 27.3 The faculty unit employee shall submit an application for a sabbatical leave. The application shall include a statement of the purpose of 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.
- 27.4 Application and response deadlines shall be established by the President after considering recommendations from the Professional Leave Committee.
- 27.5 A Professional Leave Committee composed of tenured faculty unit employees shall review sabbatical applications. The sabbatical leaves committee shall be elected by probationary and tenured faculty unit employees. A faculty unit employee applying for a sabbatical leave shall not be eligible for election to the Professional Leave Committee. The recommendation ensuing from such a review shall be submitted to the appropriate administrator. This review shall consider questions related to the quality of the proposed sabbatical project.
- 27.6 A copy of the application shall be sent to the faculty unit employee's department. The department shall provide a

statement to the appropriate administrator regarding the possible effect on the curriculum and the operation of the department should the employee be granted a sabbatical.

- 27.7 Prior to making a recommendation to the President regarding the sabbatical leave application, the appropriate administrator shall consider the recommendations pursuant to provisions 27.5 and 27.6 above, other campus program needs and campus budget implications.
- 27.8 Prior to making a final determination regarding the sabbatical leave and the conditions of such an approved leave, the President shall consider the recommendations made pursuant to provisions 27.5, 27.6, and 27.7 above. The President shall respond in writing to the applicant and such a response shall include the reasons for approval or denial. If a sabbatical leave is granted, the response shall include any conditions of such a leave. A copy of this response shall be provided to the affected department and the Professional Leave Committee.
- 27.9 Final approval of a sabbatical leave shall not be granted until the applicant has filed with the President a suitable bond or an accepted statement of assets (not including PERS holdings) and/or a promissory note that is individually or collectively at least equal to the amount of salary paid during the leave. The guarantee posted shall indemnify the State of California against loss in the event the employee fails to render the required service in the CSU following return of the employee from the sabbatical leave. The guarantee posted shall immediately be cancelled in full upon completion of required service or upon waiver of that service by mutual agreement of the faculty member and the CSU.
- ~~27.10 An approved sabbatical leave shall not be implemented unless adequate funds for such a sabbatical leave have been budgeted.~~
- ~~a. It is the intent of this Article that faculty unit employees eligible for sabbatical leave who meet the conditions of this Article receive their sabbatical leave.~~
- ~~b. An eligible faculty unit employee whose leave request has been approved shall normally be granted that leave. A leave may be deferred up to one year in circumstances when the President, pursuant to this Article, determines that granting the sabbatical~~

leave in the succeeding academic year would cause an undue hardship on the department's ability to offer its program. In no case shall a campus grant fewer sabbatical leaves than the number of leaves budgeted for that campus in the 1991-1992 CSU Budget.

c. Arrangements may be developed by the department and approved by the President to accomodate granting sabbatical leaves for faculty unit employees whose leaves have been approved. Such arrangements may include rearranging workload within the department, increasing class sizes, and cancelling or delaying certain course offerings. No faculty unit employee will be involuntarily required to work in an overload situation by such arrangements.

d. During each year of this Agreement as many leaves as possible beyond the minimum cited in Article 27.10b as are consistent with the provisions of this section shall be granted to eligible faculty unit employees. If approved leaves are deferred, in succeeding years first preference for leaves shall be given to faculty whose leave applications were approved in the earliest prior year.

27.11 The salary of a faculty employee on a sabbatical leave shall be in accordance with the following:

- a. one (1) semester at full salary;
- b. two (2) semesters at one-half (1/2) of full salary;
- c. one (1) quarter at full salary;
- d. two (2) quarters at three-fourths (3/4) of full salary;
- e. three (3) quarters at one-half (1/2) of full salary.

The salary of a librarian faculty unit employee on a sabbatical leave shall be in accordance with the following:

At semester campuses:

- a. four (4) months at full salary;

b. eight (8) months at one-half (1/2) of full salary.

At quarter campuses:

c. three (3) months at full salary;

d. six (6) months at three-fourths (3/4) of full salary;

e. nine (9) months at one-half (1/2) of full salary.

- 27.12 A sabbatical of two (2) semesters or two (2) or three (3) quarters may be implemented within a two (2) consecutive year period, subject to the recommendations of the Professional Leave Committee and the appropriate administrator and the approval of the President.
- 27.13 A faculty unit employee on sabbatical leave shall be considered in work status and shall receive health, dental and appropriate fringe benefits provided by the CSU in the same manner as if he/she were not on sabbatical leave.
- 27.14 A faculty unit employee on sabbatical leave shall be entitled to accrue sick leave, vacation, and service credit toward merit salary adjustment eligibility, eligibility toward promotion, if applicable, and seniority credit.
- 27.15 A faculty unit employee on sabbatical leave shall not accept additional and/or outside employment without prior approval of the President.
- 27.16 A faculty unit employee granted a sabbatical leave may be required by the President to provide verification that the conditions of the leave were met. The statement of verification shall be provided to the President and the Professional Leave Committee.
- 27.17 A faculty unit employee shall render service to the CSU upon return from a sabbatical leave at the rate of one (1) term of service for each term of leave.