20.050 Leave Without Pay for Faculty Development

See http://www/ttuhscc.edu/hsc/op/OP70/

A faculty member may wish to pursue educational or other professional development activities, yet may wish to assume the ability to return to TTUHSC upon completion of the leave.

This section of the handbook shall be reviewed by the Dean and Professional Development Council by September 1st on odd-numbered years.

A faculty member may be considered for leave of absence without pay for professional development purposes for a period of time from a semester to one year. The decision regarding such requests is made by the Dean in consultation with the campus Dean. The conditions of HSC OP70.01 must be met in making any such decision.

1. The form “Request for Leave Without Pay for Extended Faculty Development” is available in the Dean’s office.

2. This form is completed by the faculty member and submitted to the appropriate Programmatic Administrator.

3. If approved, the form is routed to the Dean. If disapproved, the faculty member is notified by letter with a copy to the Dean.

4. If approved by the Dean, the form is submitted to the Office of the President for approval. If the leave of absence is not approved, the faculty member is notified by letter, and a copy is placed in the official faculty member’s official file.
REQUEST FOR LEAVE WITHOUT PAY FOR EXTENDED FACULTY DEVELOPMENT

I request leave without pay for the period: ________________________________

____________________________________________________________________

____________________________________________________________________

I am requesting this leave for: _________________________________________

____________________________________________________________________

____________________________________________________________________

Applicant's Signature

Date

APPROVAL:

__________________________________________

Departmental Chair/Regional Dean  - Permian Basin

__________________________________________

Dean

Date

PSYW:sh 12/89
Revised:KAD:sh 01/07
Reviewed FAC: 7/15/13
Reviewed PDC: 11/20/17