



Faculty Development Leave

Purpose

The purpose of this policy is to outline the procedure required to enable faculty to take development leave for the purpose of research or scholarly/creative activity.

Persons Affected

This policy applies to full-time faculty whose duties include teaching, research, administration, or the performance of professional services.

Policy

Faculty development leaves may be granted by the president for field observations, research, study, writing, or other scholarly/creative activities. They should not be used to complete work for a terminal degree. No more than six percent of university faculty members may be on development leave at any one time. Except for special circumstances, individuals are eligible for a development leave after serving full time for at least three consecutive years. After completion of a development leave, recipients may not apply for four years.

Procedures

Applications for faculty development leave will be reviewed annually by the Faculty Development Leave Committee. The committee will consist of full-time faculty members, one from each academic college and one from the library. The committee will make recommendations to the Provost and Executive Vice President for Academic Affairs who will make a final leave recommendation to the President.

A faculty development leave may be awarded for one long semester at full base salary or for two long semesters at half the base salary. Payment of salary may be made from the funds appropriated by the legislature specifically for that purpose or from such other funds as might be available to the institution.

Recipients of faculty development leaves must guarantee the university that they will return to their regular duties, or others that might be assigned, for a period of at least one year following the expiration of the leave, provided they are offered a contract by the university. Recipients will submit a brief written report on the activities and accomplishments resulting from the leave to the academic unit head, dean, and Provost and Executive Vice President for Academic Affairs within ninety days following completion of the leave.

Faculty members on faculty development leave, under law, may accept a grant or stipend for study, teaching, research, or travel from any institution of higher education or from a charitable, religious, or educational corporation or foundation, from any business enterprise, or from any



federal, state, or local governmental agency. The faculty member may not accept employment from any other person, corporation, or governmental agency, unless The University of Texas System Board of Regents determines that it would be in the public interest to do so and expressly approves the employment. An accounting of all leave funds will be made by faculty members through the Provost and Executive Vice President for Academic Affairs to the president.

The university will deduct from the salary of faculty members on development leave the deposit and membership dues required to be paid by them to the Teacher Retirement System of Texas or to the Optional Retirement Program or both, the contribution for Old Age and Survivors Insurance, and any other amounts required or authorized to be deducted. Faculty awarded development leave will continue to participate in the programs and receive the benefits (retirement, insurance, etc.) made available by or through the university or the state to all other faculty members, and will be eligible for salary increases, merit pay, and all other fringe benefits awarded for the year following the expiration of the leave.

Related Statutes or Regulations, Rules, Policies, or Standards

Tex. Educ. Code § 51.101-.108

Regents' *Rules and Regulations*, Rule 30201, Leave Policies

Responsible Executive

Provost and Executive Vice President for Academic Affairs

Forms

Faculty Development Leave Request Form; Faculty Development Leave Proposal Format; and Faculty Professional Development Form

Revision History

September 1, 2023 (original)