

UNIVERSITY SENATE ANNUAL COMMITTEE REPORT

Committee Name: Sabbatical Committee, 2017-2018

Number of Meetings Held this Year: 4, several e-mail discussions

Committee Chair: Subash Jonnalagadda, Chemistry and Biochemistry, CSM

Committee Members: (list here)

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| 1 | Subash Jonnalagadda | Chair, Faculty - Math/Science |
| 2 | Carla Lewandowski | Faculty-Humanities/SS |
| 3 | Nicole Edwards | Faculty-Education |
| 4 | James Roh | Faculty-Business |
| 5 | Olga Vilceanu | Faculty-Comm/Creative Arts |
| 6 | Joseph Mayes | Faculty-Performing Arts |
| 7 | Parth Bhavsar | Faculty- Engineering |
| 8 | DJ Angelone | Faculty-Math/Science |
| 9 | Phil LaPorta | Faculty or Librarian |
| 10 | Christine Davidian | Faculty or Librarian |
| 11 | Michael DiSanto | AFT (non-voting) |

Purpose of/Charge to Committee: *The Sabbatical Leave Committee shall conduct its review of applications for sabbatical leave, and make its recommendations to the President in accordance with the current contractual agreement.*

Summary of Activities this Year:

- The committee met four times on 10/06/2017, 11/03/2017, 11/10/2017, and 11/17/2017.
- 28 semesters of sabbatical leave were requested by 18 applicants.
- College-wise Breakdown of Sabbatical Leaves recommended by the senate committee
 - COB (4)
 - CCCA (3)
 - COEd (1)
 - COEng (1)
 - CHSS (3)
 - CSM (5)
 - CPA (0)
 - SEE (1)

- After the review at the Provost level, 14 of the 18 applicants were recommended for sabbatical leave (22 semesters of sabbatical leave). All the applicants were notified by the Provost's office in writing on 01/16/2018.
- The Board of Trustees approved all the sabbatical recommendations at their meeting on 04/25/2018.

SUGGESTIONS & RECOMMENDATIONS - 2017-18

SUGGESTIONS:

It is becoming increasingly difficult to schedule the deliberation meetings for the sabbatical committee owing to the very tight timeline. The due dates for submission of materials to the senate as well as for providing the review/rating of the applications should be adjusted so that the committee does not have to rush through the proceedings.

RECOMMENDATIONS:

As the University senate sabbatical committee is comprised of faculty from all the colleges on campus, sometimes it could become difficult to ascertain the scientific merit of the sabbatical applications as the committee members are from varying disciplines. Hence, the department sabbatical leave committee should provide a thorough evaluation on the scientific merit for the sabbatical applications as well as address the following questions (derived from the sabbatical MOA) in their evaluation.

1. Is the significance of the project established?
2. Does the presentation show the reader how the goals will be accomplished?
3. What is the likelihood that the project will be completed or nearly completed on schedule?
4. Does the applicant have the skills and background to undertake the project or a plan to acquire these before the leave?
5. Is the purpose of the project communicated clearly to non-specialists?
6. To what degree is the sabbatical leave crucial to the completion of the project?
7. Are the benefits of the proposed leave for the faculty member and for the University clearly articulated?

