As you know, last May the Brown Corporation approved the proposed change to our sabbatical policy for tenured faculty. The new policy, which provides tenured faculty with the opportunity for more frequent paid leave as well as more flexibility in the timing of sabbaticals, is as follows:

Following six semesters in residence, a faculty member shall be eligible for a sabbatical leave of absence for one semester, and shall receive seventy five percent of the usual semester salary during that time. The faculty member may choose instead to continue teaching for an additional six semesters, after which time the sabbatical leave may involve absence for an entire academic year (or for two semesters), during which period the professor or officer shall receive three-quarters of the academic year salary, or it may involve absence for only one semester, with full academic year salary. It is presumed that a member of the Faculty or an officer on sabbatical leave is not receiving compensation for services in another institution or organization.2

We are hopeful that this new sabbatical policy will support faculty research without having a deleterious effect on our curriculum. Despite the increase in faculty size, managing this change will require careful curricular planning at the department level, as well as the provision of supplementary replacement teaching funds3.

While the new sabbatical policy goes into effect now, it’s important to note that it is not retroactive. Faculty will begin to accrue credit towards a sabbatical at a more favorable rate than under the old policy. This more favorable rate goes into effect now but does not apply to prior service. This means in particular:

(a) Faculty who at the end of 2007-08 have completed six semesters of service since their last sabbatical will not be eligible in 2008-09 for a semester at 75% salary since only two of those six semesters of service would have taken place following the change in policy.4 If all faculty with six semesters of service were to be made eligible immediately, fairness would demand that all those who have served longer also be eligible for a sabbatical. This would make approximately half of the faculty eligible for a sabbatical in 2008-09, which is neither the intention of the new policy nor educationally responsible.

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1 While the sabbatical policy applies to all tenured faculty at Brown, the Division of Biology and Medicine may follow a somewhat different transition plan, which will be announced shortly by Dean Adashi.


3 Currently, $10,000 in temporary teaching funds are provided for each semester of unpaid leave. Under the new policy, these funds will also be given for every faculty member on sabbatical for one or two semesters at 75% salary. As before, a one-semester sabbatical at full salary does not result in any replacement teaching funds. Under exceptional circumstances, where the curricular impact of leaves is severe, the department may request additional funds.

4 Similarly, those who complete twelve semesters of teaching at the end of 2007-08 will not be eligible for a year long sabbatical at 75% in 2008-09.
(b) Faculty who are on sabbatical in 2007-08 will be covered by the new policy immediately upon their return. They will be eligible for a one-semester sabbatical at 75% salary after 6 semesters of teaching following their return.

I have designed a transitional plan that meets the above conditions and incorporates the important principle that the longer one has served, the sooner one benefits from the change in policy. The entire transition will be completed during a three and a half year period between Fall 2008 and Fall 2011. During that time, some faculty will be eligible for sabbatical leave based on credit already accrued, and may choose to take one semester at full salary or a year at half salary (as would have been possible under the old plan). Others will become eligible to request a one-semester sabbatical at 75 percent or more of the regular salary. Thus every tenured faculty member will become eligible for a paid leave at some point during the three and a half year period. And every faculty member will be covered by the new sabbatical policy after his/her next sabbatical.

During the transition period, faculty may of course choose to wait until the semester in which their next sabbatical is due (under the old rules) and request a one-semester sabbatical at full salary or an academic year at half salary. Alternatively, one may request a sabbatical up to 4 semesters early, although this will be paid at less than the full salary. Following the next sabbatical (at whatever fraction of salary), every tenured faculty member will be on the new plan.

The relationship between advancing a sabbatical and the percentage of salary received is described in Table 1. As this table shows, faculty members will be able to exercise some choice about the timing of the next sabbatical, with the understanding that taking an earlier leave will result in being paid a lower fraction of the regular salary. For example, next year there are a number of options for faculty who, under the old rules, are eligible during the next two academic years.

In Fall 2008-09, you are eligible for a one-semester sabbatical:

- At 100% salary if you were eligible under old rules in Fall 2008-09
- At 90% salary if you are eligible under old rules in Spring 2008-09
- At 85% salary if you were eligible under old rules in Fall 2009-10
- At 80% salary if you were eligible under old rules in Spring 2009-10

In Spring 2008-09, you are eligible for a one-semester sabbatical:

- At 100% salary if you were eligible under old rules in Spring 2008-09
- At 90% salary if you are eligible under old rules in Fall 2009-10
- At 85% salary if you were eligible under old rules in Spring 2009-10
- At 80% salary if you were eligible under old rules in Fall 2010-11
- At 75% salary if you were eligible under old rules in Spring 2010-2011

Beyond next year, similar choices exist, as shown in Table 1.

During this transition period, a one-semester sabbatical at full salary which was earned under the old rules cannot be taken as a year at 75% of salary (as would be permitted under the new rules). It will always be possible to request a second semester of leave without pay or, equivalently, to spread the pay over the entire year. There is, however, an exception to this general rule, which will apply to faculty who are eligible for a sabbatical at the end of the transition period: those who are eligible for a sabbatical in
2011-12 or in 2012-13 will also have the option to postpone their sabbatical to the following academic year and receive a full year’s leave at 75% salary.

I should note that these options may need to be modified, depending on our experience with actual sabbatical requests.

Approval of requests for sabbatical leave, especially with respect to the timing of a leave, will depend on the teaching needs of the department and the strength of the proposal. The fact that a sabbatical leave is subject to approval, and that it is intended “to provide teachers with opportunities for scholarly development and contacts which shall contribute to their professional effectiveness and to the value of their later services to Brown University” \(^5\) is of course not new. Nor is it the case that in the past approval has been given without reference to the teaching needs of the department. But an overall increase in the number of sabbaticals, and a greater range of available options, will necessarily require more advance planning on the part of department chairs. It may also require more attention to controlling the number of sabbaticals each year, especially during the transition, in a way that was perhaps not as essential under the old policy. As department chairs assess the impact of leave requests on the curriculum, I am asking them to limit total leaves of all kinds, sabbaticals, leaves without pay etc., in any given semester to be no more than 15% of the faculty and to give preference to faculty who have served the longest since their last sabbatical.

The new sabbatical policy should provide added incentives for faculty to seek external fellowship support. And the leave guidelines that relate to fellowship support are now being modified in light of the possibility of more frequent sabbaticals.\(^6\)

1. Faculty are required to have four semesters in residence (rather than five as stipulated in current guidelines) between any two leaves.
2. To help avail themselves of fellowships that only provide partial salary, faculty may request to advance or delay a sabbatical by up to one year (two semesters) without affecting the timing of the next one. This flexibility with the sabbatical schedule should be used whenever possible to combine such awards with sabbatical leaves.
3. If a year-long prestigious fellowship is combined with a one-semester sabbatical and still doesn’t cover full salary, funds to top up the award will continue to be available, up to a maximum of 50% of a semester’s salary. Top-ups will not be provided during a sabbatical semester (even if the sabbatical covers partial salary).
4. If external funds are used to cover part of the sabbatical salary that would have been paid by Brown, the faculty member will receive a research fund equal to 50% of the salary savings.

\(^5\) Amended by the Advisory and Executive Committee of the Corporation, December 13, 1963, March 12, 1965, January 14, 1966, and November 13, 1970. The language goes on to state that “It is not intended that such leave shall be used primarily for the purposes of recreation and recuperation.”

\(^6\) Faculty Fellowships from the Cogut Humanities Center that provide for 25% of a semester’s salary in conjunction with a sabbatical semester will be treated like external fellowships.
Revised guidelines for leave eligibility

- A tenured faculty member is eligible for a sabbatical leave of absence for one semester at 75% salary after six semesters in residence. The faculty member may choose instead to continue teaching for an additional six semesters, after which time the sabbatical leave may involve absence for an entire academic year (or for two semesters) at 75% of the academic year salary, or it may involve absence for only one semester, with full salary for the semester.
- It is presumed that a faculty member on sabbatical leave is not receiving compensation for services in another institution or organization. Exceptions to this general rule must be approved in advance by the Dean.
- Faculty are expected to return to Brown (for at least a year) following sabbatical leave.
- Leaves, whether paid (sabbatical, leaves on special assignment, or leave with "top-up") or unpaid (leaves of absence), may be taken for a semester or a year. Only in exceptional cases may a leave be extended beyond a single year, but under no circumstances may it extend beyond two years. If a faculty member on leave with support from Brown (whether salary or top-up) requests a second year of leave, it will be granted only with the understanding that no support from Brown will be given.
- Faculty are required to have four semesters of service between any two leaves.
- To help avail themselves of fellowships that only provide partial salary, faculty may request to advance or delay a sabbatical by up to one year (two semesters) without affecting the timing of the next one. This flexibility with the sabbatical schedule should be used whenever possible to combine such awards with sabbatical leaves.
- If a year-long prestigious fellowship is combined with a one-semester sabbatical and still doesn’t cover full salary, funds to top up the award will continue to be available, up to a maximum of 50% of a semester’s salary. Top-ups will not be provided during a sabbatical semester (even if the sabbatical covers partial salary).
- If external funds are used to cover part of the sabbatical salary that would have been covered by Brown, the faculty member will receive a research fund equal to 50% of the salary savings.
- No more than four semesters of leave of any kind is ordinarily possible during a seven year period.
- Lecturers and Senior Lecturers continue to be eligible to apply for a scholarly leave of one semester at full salary (or one year at half salary) following twelve semesters in residence.
- Leave guidelines for junior faculty will differ somewhat from those for tenured faculty
  - Junior faculty can seek one semester of paid leave after their first re-appointment (i.e. after six semesters of teaching). This may be taken as a year at half salary, or combined with internal support (e.g. Wriston or Humanities Center fellowship) or external support (grant or fellowship, possibly with top-up), to have the full year for research.
  - Faculty are expected to teach for at least three semesters between any two leaves.
  - Because leaves decrease teaching time, department chairs should advise untenured colleagues about the importance of establishing a good teaching record as well as an active research program.
## Transition Plan for New Sabbatical Policy

<table>
<thead>
<tr>
<th>Eligible semester under old rules</th>
<th>Salary and Timing options during the transition</th>
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</tr>
<tr>
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<tr>
<td>2013-14.1</td>
<td>75% 80% 85% 90% 100%</td>
</tr>
</tbody>
</table>

The percentage refers to the percentage of salary provided while on sabbatical during a particular semester. Preference will be given to faculty who have served the longest since their last sabbatical.

TABLE 1