Background statement: Over the past two years, the University Professional Leave Committee (UPLC) has seen an increase in the number of sabbatical and difference-in-pay leave requests where the proposal is dependent, in all or in part, upon outside funding with an award being announced after the committee's review deadline.

**AS-290-88/UPLC**

**RESOLUTION ON MODIFICATION OF "APPLICATION FOR LEAVE OF ABSENCE WITH PAY" FORM**

**WHEREAS,** A number of faculty proposals for sabbatical or difference-in-pay leaves depend all, or in part, on outside funding; and

**WHEREAS,** The University Professional Leave Committee (UPLC) must evaluate and/or rank the sabbaticals and difference-in-pay leave proposals within a time line that may be before an award is made known to the applicant; and

**WHEREAS,** The UPLC Chair must call both the chairs of the School-wide Professional Leave Committee (SPLC) or Library Professional Leave Committee (LPLC) and the applicant to inquire about the effect on the proposal if funding is not awarded; and

**WHEREAS,** It would be convenient for the SPLC, LPLC, and the UPLC to know the effect on the proposal when reviewing the application; therefore, be it

**RESOLVED:** That a question "8" be added to the Personnel Form 112, "Application for Leave of Absence With Pay," pertaining to outside funding for sabbatical and difference-in-pay leaves which reads as follows:

8. Have you applied for a grant, other financial assistance, or related employment for your proposal? ___ YES ___ NO

   a. If yes, describe how funds will be used.

   b. Has the grant or other assistance been awarded? ___ YES ___ NO

      (1) If no, when will an award be announced?

      (2) If no, how will your proposal be affected?

Proposed By:
University Professional Leave Committee
May 3, 1988
Revised May 10, 1988
Memorandum

To: A. Charles Crabb, Chair
    Academic Senate

From: Warren J. Bake
    President

Subject: Resolution on Modification of "Application for Leave of Absence with Pay" Form (AS-290-88/UPLC)

It is my pleasure to approve the above referenced resolution with the following editorial change in Section 8b(2):

"If not awarded, how will your proposal be affected?"

The "Application for Leave of Absence with Pay" will be amended for utilization during Fall Quarter 1988.