

SAN JOSE STATE COLLEGE

SAN JOSE 14, CALIFORNIA

ACADEMIC COUNCIL

June 2, 1966

ACADEMIC COUNCIL POLICY RECOMMENDATION

#S66-19

At its meeting of June 2, 1966 the Academic Council adopted the following policy on Leaves of Absence Without Pay; said policy formulated by the Faculty and Staff Affairs Committee.

"Policies. A leave of absence without pay may be granted by the College President to any academic or administrative employee who has served a year or more, when such leave is judged to be advantageous to the College. It can be granted initially for one year only, or less, but may be extended an additional year. Ordinarily the faculty member's department will be expected to give prior assurance that a satisfactory replacement is available.

A leave of absence without pay taken during the probationary period shall not constitute a break in service for the purpose of acquiring tenure. Moreover, one year or less of such leave may, at the discretion of the College President, be counted toward the required service for tenure, provided that an evaluation of the candidate's performance during the leave is made and a report is submitted by the departmental tenure committee.

Procedures. The applicant for leave will present his request in writing to the Academic Vice President, via the appropriate department chairman and school dean.

The department chairman and school dean will forward to the Academic Vice President their recommendations, including a statement of the probable effects on the department of the leave.

The Academic Vice President will forward department and school recommendations with his own to the College President, who will notify the applicant and all officials concerned of the official action."

ACTION BY COLLEGE PRESIDENT:

Approved, R D Clark, 7-18-66

APPROVED, R. D. CLARK, 7-18-66

ACADEMIC COUNCIL NOTIFIED: July 19, 1966
(date)

Filed Under: