



President. The President shall then forward his/her/their recommendations to the TSUS Board of Regents, who will render the final decision on granting Faculty Development Leaves.

- D. The Board may grant Faculty Development Leave to a faculty member for either (a) one academic

2. To purchase equipment and materials needed for research during Faculty Development Leave. Equipment orders require prior written approval from the Provost.
3. Additional expenses related to the leave, with prior written approval from the Provost.

#### VI. LIMITATIONS

- A. In keeping with Texas Education Code, Chapter 51, Subchapter C, no more than six (6) percent of all eligible LU faculty members may be on Faculty Development Leave at one time. (Note. Institutional funds for a given academic year may not be sufficient to guarantee this number of leave requests.) Furthermore, no more than one (1) faculty member per department/program per semester should receive Faculty Development Leave.
- B. Faculty Development Leave is not available to support completion of an advanced degree.
- C. If a member of the Senate Faculty Research and Creative Activities Committee plans to submit a Faculty Development Leave application, he or she should be excused from the Committee before his/her/their Faculty Development Leave application is submitted.
- D. While on Faculty Development Leave, a faculty member may not accept employment from any other person, corporation, organization, or government agency unless the faculty member requests and receives prior written approval from the Provost.
- E. If Faculty Development Leave is contingent upon receiving additional support from an external or internal grant awarding agency, a supporting letter or other documentation from the awarding agency is expectt

- B. The University shall cause to be deducted from a faculty member's salary the deposit and membership dues required to be paid by the faculty member of the member's cost of such programs and any other amounts required or authorized to be deducted from the compensation paid any faculty member.
- C. It is not required that a faculty member obtain matching funds to be eligible for Faculty Development Leave. However, faculty members who are granted Faculty Development Leave are encouraged to seek additional funding from authorized and appropriate external sources.
- D. A faculty member on Faculty Development Leave may accept a grant for study, research, or travel from another institution of higher education; from a charitable, religious, or educational corporation or foundation; from a business enterprise; or from a federal, state, or local government agency. An accounting of all grants shall be made to the University.
- E. A faculty member who applied for but was not granted Faculty Development Leave may resubmit an application during the subsequent evaluation cycle.
- F. After Faculty Development Leave has been granted, any change to the terms of the leave requires prior written approval from the TSUS Board upon recommendation from the LU President.
- G. Before or after being granted Faculty Development Leave, the faculty member may send a written request to the Office of the Provost to rescind the Faculty Development Leave. The faculty member may resubmit his/her/their proposal for consideration the following year or any year thereafter. If the Faculty Development Leave is not rescinded, the limitations and rights stated in this policy shall apply to the leave.

#### VIII. ADDITIONAL OPTIONS FOR FACULTY LEAVE

- A. Faculty Discretionary Leave. Opportunities for professional development and/or program improvement often become available on short notice and fall outside the planning and decision-making time parameters required for the Faculty Development Leave program. Examples of such opportunities may include multi-week faculty training programs, short-term visiting research collaborations, and short-term international exchange programs. Discretionary leave is to be addressed separately from the Faculty Development Leave program and does not alter the faculty member's eligibility for Faculty Development Leave.
- B. Externally Funded Leaves. Faculty members may receive appointments funded by external agencies that require leave from campus. These externally funded leaves include, but are not limited to, those associated with research grants, visiting appointments to other institutions, temporary appointments to government agencies, and participation in faculty exchange programs. Such appointments are to be addressed separately from the Faculty Development Leave program and do not alter the faculty member's eligibility for Faculty Development Leave.

#### IX. REFERENCES

- A. Texas Education Code, Chapter 51, Subchapter C

## X. REVIEW AND RESPONSIBILITY

Responsible Party: Academic Policy Advisory Council

Review Schedule: Every three years on or before the date the policy was last revised and/or approved.

## XI. APPROVAL

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|---|------------|
| Dr. Brett Welch   | 12/02/2024 |
| Interim Provost and Vice President for Academic Affairs | Date       |

|                            |            |
|----------------------------|------------|
| Dr. Jaime Taylor           | 12/02/2024 |
| Lamar University President | Date       |

