

ADMINISTRATIVE PROCEDURE 7347 SABBATICAL LEAVE
(Academic Administrators)

- A. Eligibility. All academic administrators shall be eligible for one year of sabbatical leave after six years of service to the District. Such employees shall be eligible thereafter for one year of sabbatical leave upon the completion of each additional six years of service. Normally such sabbatical leave will be restricted to one semester.
- B. Salary for those on administrative sabbatical leave. An academic administrator on sabbatical leave shall be entitled to full salary for one semester and two-thirds salary for a full year.
- C. Employment status. During sabbatical leave, an employee shall receive all benefits normally accruing to him/her, just as if s/he were performing his/her full duties on campus. Sabbatical leave time shall be credited as regular administrative time in advancement on the salary schedule and in all other respects as permitted by the Education Code.
- D. Implementation. Recommendations for sabbatical leaves of this type are to be made by the President of the College to the Chancellor.
- E. Administrative sabbatical leaves, as in the case of sabbaticals for other academic personnel, must be awarded on the basis of the contribution they will make to the College and to the educational program of the District.

Approved by the Chancellor: February 22, 2013