

Department of Statistics
Policy on Leaves

- A. Faculty members are encouraged to take leaves of absence. Each faculty member should read and take advantage of the University leave of absence policy which is stated in the Faculty Handbook beginning on page F-1. Quoting from the introduction of page F-1, "Leaves of absence provide opportunities for the reflection, research, and professional development essential in a scholarly community."
- B. Faculty members are encouraged to take sabbatical leaves, research leaves, or development leaves which are discussed in the Faculty Handbook beginning on page F-1.
- C. Leaves of absence without pay will be granted if such a leave seems to be in the best interests of the department. Ordinarily a leave of absence without pay will be granted for no more than one year. A leave of absence without pay for valid reasons may be extended for a second year if, in the judgment of the Chair, this seems to be in the best interests of the department.
- D. In addition to the University leave of absence policy as stated in the Faculty Handbook, the department also will encourage the taking of time away from teaching duties by the consideration of flexible teaching loads. For example, a faculty member could teach an overload for one or more semesters and then not have any teaching duties for one full semester.
- E. The Chair will administer the leave policy in such a way that the department can meet its teaching obligations in a satisfactory manner. Generally, no more than 30 percent of the faculty members should be on leave at the same time. The Chair should be given sufficient advance notice so that an adequate replacement can be found.
- F. Faculty taking leaves shall abide by the University leave of absence policy as stated in the Faculty Handbook.

Approved by the Department of Statistics on April 11, 1990
Robert K. Tsutakawa, Chair