

ATTACHMENT AS REVISED BY PRESIDENT McCRONE

Attachment #2 to  
#01-00/01-EX

**SABBATICAL LEAVE REVIEW PROCESS DATES  
FOR ACADEMIC YEAR 2000-2001**

- October 2, 2000: Application due to Faculty Personnel Services.
- October 16, 2000: Department commentary to Dean regarding impact on department due to the college dean.
- November 6, 2000: College Dean or Dean of the University Library recommendations due to the Vice President for Academic Affairs with reasons for approval or denial copied to Applicant.
- November 6, 2000: Professional Leave Committee recommendations due to the Vice President for Academic Affairs with reasons for approval or denial copied to Applicant.
- November 13, 2000: Applicant response to the recommendation of the Dean due to the Vice President for Academic Affairs.**
- November 13, 2000: Applicant response to the recommendation of the Professional Leave Committee due to the Vice President for Academic Affairs.**
- December 4, 2000: Vice President for Academic Affairs decision due to Applicant with reasons for approval or denial.
- December 11, 2000: Applicant request for reconsideration with supporting rationale due to the Vice President for Academic Affairs.
- December 18, 2001: Vice President for Academic Affairs decision regarding reconsideration due to Applicant.



Office of the President

October 18, 2000

Bernadette Cheyne  
Chair, Academic Senate  
Humboldt State University  
Arcata, CA 95521-8299

Dear Chair Cheyne:

This acknowledges receipt of the transmittal on October 11, 2000, of the Resolution Regarding Revision of Sabbatical Leave Review Process (#01-00/01-EX).

Following consultation with Vice President Stokes and Dr. Fritzsche, I am approving the review process as described in the enclosure. In general, "justification" is replaced by "reasons" (to maintain consistency with the Collective Bargaining Agreement); the response and reconsideration time periods will be "five working days" in all cases, to allow completion of the process prior to the end of the fall semester; "appeal" is replaced by "request for reconsideration"; and language from the Collective Bargaining Agreement (Article 27.8) is inserted.

Cordially

Alistair W. McCrone  
President  
AWM:pl

Enclosure

cc: Vice President Stokes  
Dr. Fritzsche, Special Assistant to the  
Vice President

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Changes are to last RESOLVED clause and are highlighted below:

College Dean or Dean of the University Library recommendation due to the Vice President for Academic Affairs by the first Monday in November with reasons for approval or denial copied to Applicant by the first Monday in November.

Applicant response due to the Vice President for Academic Affairs within five working days from the first Monday in November.

Professional Leave Committee recommendations due to the Vice President for Academic Affairs by the first Monday in November with reasons for approval or denial copied to Applicant by the first Monday in November.

Applicant response due to the Vice President for Academic Affairs within five working days from the first Monday in November.

Vice President for Academic Affairs decision due to Applicant with reasons for approval or denial by the first Monday in December. If a sabbatical leave is granted, the response shall include any conditions of such a leave. A copy of this response shall be provided to the affected department and the Professional Leave Committee

Applicant request for reconsideration with supporting rationale due to the Vice President for Academic Affairs within five working days from the first Monday in December.

Vice President for Academic Affairs decision regarding request for reconsideration due to Applicant within five working days from the date of submission of the request for reconsideration.

These changes would result in the following revisions to the sabbatical leave process dates for 2000-2001:

November 6, 2000: College Dean or Dean of the University Library recommendations due to the Vice President for Academic Affairs with reasons for approval or denial copied to Applicant.

November 6, 2000: Professional Leave Committee recommendations due to the Vice President for Academic Affairs with reasons for approval or denial copied to Applicant.

November 13, 2000: Applicant response to the recommendation of the Dean due to the Vice President for Academic Affairs.

November 13, 2000: Applicant response to the recommendation of the Professional Leave Committee due to the Vice President for Academic Affairs.

December 4, 2000: Vice President for Academic Affairs decision due to Applicant with reasons for approval or denial.

December 11, 2000: Applicant request for reconsideration with supporting rationale due to the Vice President for Academic Affairs.

December 18, 2000: Vice President for Academic Affairs decision regarding reconsideration due to Applicant.