

POLICIES FOR LEAVES WITHOUT PAY

The Policies of SUNY's Board of Trustees provide for leaves of absence without pay, specifying that such leaves must be for purposes "consistent with the needs and interests of the University" (Article XIII, Title F). The critical element in granting such leaves, then, shall be certification by the appropriate officials - the Department Chairperson and the Dean - that the above criterion will indeed be satisfied.

There is no absolute restriction on the frequency with which such leaves may occur. Clearly, however, the individual who requests repeated leaves without pay over a short time span - say two or more leaves within a period of three years - imposes a significant burden upon himself or herself, the Chairperson, and the Dean to explain how such leaves are indeed "consistent with the needs and interests of the University."

Applications for leave without pay shall include a summary statement of the purpose(s) for which the leave is requested, and shall be accompanied by a current curriculum vitae of the applicant.

Earnings while on leave without pay are not subject to University regulation.

In computing consecutive years of service for sabbatical leave eligibility, leaves without pay "shall not be included but shall not be deemed an interruption of otherwise consecutive service" (Article XIII, Title E).

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