

## **Geosciences Department Curriculum Sabbatical Policy**

**10/24/17**

### Goals:

- Create latitude for development of new courses and/or for the renewal of existing courses
- Enhance curriculum variety, modernity, and appropriateness
- Improve curricular and credit-hour efficiencies for students and faculty

### Summary:

The department head will consider proposals for partial or full teaching relief semesters at any time.

Tenured faculty are eligible during non-(regular) sabbatical years for one one-semester curricular sabbatical.

Pre-tenure faculty are eligible for a one-semester curricular sabbatical during any pre-tenure semester (including in their first semester in the department as a special-case hiring negotiation.).

Sabbatical goals should be broadly discussed ahead of proposal preparation with faculty colleagues, the department academic success coordinator, and the department head to ensure adequate input from colleagues and optimal value to the curriculum.

### Implementation Details:

- Proposals will be submitted at least one full semester of lead time for consideration (the deadline for new proposals will be last teaching day of the penultimate preceding semester). For example, a fall 2019 proposal would be due to the department head before the conclusion of the fall 2018 semester. Evaluation and feedback by the department head of any and all proposals submitted by that deadline will take place prior to the second week of the following semester.
- Requires an articulation of accommodation, or no harm to overall undergraduate and/or graduate curriculum delivery for Geosciences.
- Requires an articulation of motivations for the curricular development and specific directions in new course development and/or course renewal efforts.
- Requires a description of any additional resources relevant to the proposal, which may include additional support from CSU (e.g., TILT), external sources (e.g., NSF), or the external or other buyout funds sufficient to allow the department to employ a qualified substitute instructor to cover associated curricular gaps. If a substitute instructor search is necessary, the proposer must be willing to chair the associated search committee.
- A brief written report and summary of goals, results, and lessons learned in the curriculum sabbatical will be provided to the faculty at the beginning of the following semester.