

## MEMORANDUM

TO: Raymond Hall, Chair, Academic Senate

FROM: David Low, Chair, University Personnel Committee

DATE: March 10, 2022

RE: APM 360 – Policy on Sabbatical and Difference-in-Pay (DIP) Leaves

At its meeting on February 10, 2022, the University Personnel Committee voted to undertake revisions to APM 360 – Policy on Sabbatical and Difference-in-Pay (DIP) Leaves. We voted 7-0 to approve the Committee’s working revision and submit it to the Academic Senate. At its meeting on March 3, 2022, the University Personnel Committee voted 7-0 to undertake additional revisions to APM 301 to align with the recently updated Collective Bargaining Agreement for 2021-2024. At its meeting on March 10, 2022, we voted 6-0 to approve the committee’s updated work and submit it to the Academic Senate for deliberation and enactment.

The policy has been amended in the following areas:

1. 360.VII.1 – the timeline for submitting a post-sabbatical or post-DIP leave report has been adjusted. The existing policy states that “each faculty member, within ten (10) weeks of the completion of a sabbatical or DIP leave, shall submit to the appropriate dean (or equivalent) a written report of the leave’s activities.” For spring sabbatical or DIP leaves, this would require faculty to submit reports during the summer, when they are off contract. **The Personnel Committee has revised the policy’s timeline thusly: “Each faculty member, by the end of the semester following the completion of a sabbatical or DIP leave, shall submit to the appropriate dean (or equivalent) a written report of the leave’s activities.”**
2. APM 360.III.1 has been updated to bring the policy into alignment with the CBA. This item states (with newly added language in bold): “Any full-time faculty member is eligible for a sabbatical leave if they have served in a full-time position on this campus for six (6) years in the preceding seven-year period prior to the leave, and at least six (6) years after any previous sabbatical. **Sabbatical leave eligibility is calculated starting with the next academic year after a sabbatical is taken.**” A footnote clarifies: “See CBA (2021-2024) Article 27.2.”
3. APM 360.I.8 has been added to bring the policy into alignment with the CBA. This item states: **“Faculty unit employee requests for deferral of an approved sabbatical or DIP leave will be considered by the Provost. Approved sabbatical deferrals**

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**requested by faculty unit employees will be considered as part of the 12% target in the year the sabbatical is granted as described in Section VI.3.”** A footnote clarifies: “See CBA (2021-2024) Article 27.10.d.”

4. APM 360’s use of gender-binary pronouns has been updated to include gender-neutral pronouns (the singular they/them) instead.

Enclosed are tracked changes to APM 360 for the Executive Committee and full Senate review.

Respectfully submitted,

D. Low

CC: Xuanning Fu, Interim Provost

Jim Schmidtke, Interim Associate Vice President for Faculty Affairs