

Faculty Leaves and Honors Committee

1.0 Overview

- 1.1** The University bestows leaves and honors on outstanding members of the faculty for excellence in teaching; service; and research, scholarship, and creative activity. These awards are given annually to deserving faculty as formal acknowledgment of their contributions to the University community.

2.0 Charge

- 2.1** The Faculty Leaves and Honors Committee is charged to evaluate nominations and applications for:
- 2.1.1** Sabbatical and difference in pay leaves (tenured faculty only)
 - 2.1.2** University-wide faculty awards and honors
- 2.2** The Committee shall receive from the Associate Vice President for Faculty Affairs and Development (AVPFAD) the list of applicants for each award, together with all documents supporting their candidacies. Applying the criteria implicit for the purpose of each award, the Committee shall select recipients for the current academic year. By the date designated for each award, the Committee shall notify the AVPFAD of the identity of selected recipients, and forward documentation to the AVPFAD indicating the basis for the Committee's selection.

3.0 Committee Membership

- 3.1** The membership of the Faculty Leaves and Honors Committee shall be comprised as follows:
- 3.1.1** Seven (7) tenured faculty members shall be elected annually to serve on the Faculty Leaves and Honors Committee, with one member elected from each College, one member of the counseling faculty as elected by the counseling unit, and one member of the University Library faculty as elected by the library faculty. One (1) non-tenure track faculty shall be appointed by the Non-Tenure Track Faculty Advisory Board. One (1) student shall be appointed by Associated Students, Inc. (ASI) to consider teaching/professor awards and

Assigned Time for Exceptional Levels of Service to Students Award. Faculty who are applicants for leaves and honors may not serve on the committee.

4.0 Terms of Service

- 4.1** To ensure continuity, one member shall be held over for an additional year. It is the chair of the committee who shall be the hold-over member, and no member shall be elected from his/her College or unit. In the event that the chair is unable or unwilling to serve, the committee shall elect another member to serve as the hold-over member.

Approved: Dr. Michael E. Spagna, Provost and Vice President for Academic Affairs

Date: November 16, 2022