

Sabbatical Policy Updates  
February 4, 2025

The Academic Handbook recognizes that “the purpose of the Sabbatical Leave program is to provide for the improvement and invigoration of faculty, enhancement of faculty connection to the broader scholarly community, and ultimately to improve the quality of education available to Dickinson College students” (Ch. 7, Benefits). In the spirit of introducing greater equity, accessibility, and flexibility to this critical benefit, at the February 4, 2025 faculty meeting Provost Cramer adopted the following three recommendations for Dickinson’s sabbatical policy, beginning with sabbaticals in AY2025:

**(1) 2 vs 3 courses**

During a *one-semester sabbatical*, tenured and tenure-track faculty members (five-course teaching load) will teach *two courses* in their non-sabbatical semester, instead of three.

**(2) 75/75% salary split**

Faculty taking a *full-year sabbatical* can elect to receive their salary paid at 75% for both the year of sabbatical and the year following the sabbatical, as an alternative to taking a full-year sabbatical at 50% pay.

Under this option, compensation will be calculated separately for each semester at 75% of the current base salary. Any applicable raises will continue to be applied to base salary during this time. For instance:

Sabbatical salary calculations for two hypothetical faculty members			
Year	Base Salary	Faculty 1: Full-year sabbatical at 50%	Faculty 2: Full-year sabbatical with 75/75% option
Y1: Sabbatical year salary	\$100,000	\$50,000 (50% of base Y1)	\$75,000 (75% of base Y1)
Y2: Post-sabbatical year	\$105,000 (w/5% raise)	\$105,000	\$78,750 (75% of base Y2)
Total earnings Y1 & Y2		\$155,000	\$153,750
Y3	\$110,250 (w/5% raise)	\$110,250	\$110,250

Faculty should indicate in their sabbatical proposal if they anticipate electing this option.

### **(3) One-year flexibility**

Faculty eligible for sabbatical may petition FPC, with the approval of their department chair, to adjust their sabbatical one year in either direction, for any reason, and without change to their overall sabbatical cycle.

Faculty may petition to adjust their sabbatical(s) by one year in either direction so long as they have most recently completed a full sabbatical cycle. A full sabbatical cycle is normally defined as five years of teaching, which then may be recalculated depending on any previous adjustments to sabbatical timing. For instance, a faculty member choosing to take an “early” sabbatical in year five (after four years of teaching) would need to then teach six years before their next sabbatical (in year seven) in order to complete a full sabbatical cycle. Likewise, a faculty member who delayed their sabbatical by one year would teach one year fewer after that sabbatical in order to complete a full sabbatical cycle.

To be considered for an adjustment in sabbatical timing, a faculty member and their department chair should petition FPC by August 15th the year prior to the planned sabbatical by submitting a memo to the FPC chair. The memo should describe the reason for the move and how a proposed sabbatical adjustment would benefit the individual and/or department. The Provost will make a decision on each petition based on recommendations from FPC. Faculty asking to take a sabbatical one year early should then be prepared to submit a sabbatical proposal by September 1. Faculty asking to delay a sabbatical by a year will be deferred to the following cycle. Such adjustments will not change a faculty’s overall sabbatical cycle (i.e., a faculty member taking a sabbatical one year early would then teach one additional year before the next sabbatical).

**Important note: the timing of sabbaticals for junior colleagues may not be altered.**

Sabbatical flexibility is implemented retroactively back to 2020. Sabbaticals that were delayed for a year due to the pandemic, and where the delay was not documented as a “for the good of the College delay,” may be followed by a sabbatical cycle that is a year shorter in length. Please contact FPC with relevant queries.