

**Department of Civil, Environmental and Architectural Engineering
University of Colorado Boulder**

CEAE Sabbatical Guidelines

September 2013

The CEAE Department encourages faculty sabbaticals to enhance scholarly and/or teaching competence and potential for service to the University in addition to advancing departmental program goals. A sabbatical is a privilege granted by the University for the advancement of the University, subject to the availability of resources. All faculty sabbaticals are subject to all policies and approvals at the College and University levels.

Individual sabbatical plans need to be shared with and supported by the faculty member's group and the Department Chair. Faculty members taking a full-year sabbatical are eligible for the CEAS Sabbatical Supplement Program as discussed in the CEAS sabbatical guidelines. Faculty members taking a single-semester sabbatical will be relieved of only one course in a regular three-course academic year and will not be eligible for the CEAS Sabbatical Supplement Program support. Additionally, faculty members will not be permitted to buy down to less than one course in an academic year semester adjacent to a sabbatical.

If a faculty member is taking a one-semester sabbatical, the faculty member's course can be canceled or covered by the group. If the faculty member is taking a two-semester sabbatical with a chair's supplement, the department will provide the group with resources for a one adjunct instructor for one semester course and the faculty member's other course load will be canceled or covered by the group.