



UNIVERSITY OF KENTUCKY

Office of the Provost
105 Main Building
Lexington, KY 40506-0032
(859) 257-2911
Fax: (859) 257-1333
www.uky.edu

November 26, 2008

MEMORANDUM

TO: Deans

FROM: Kumble R. Subbaswamy, Provost

SUBJECT: Sabbatical Leave and Vacation Leave Credit

The recently revised policy on faculty vacation leave in AR II-1.1-7 does not explicitly address the allocation of vacation leave in a year during which a faculty person, who is eligible to earn vacation leave, is on approved sabbatical leave. In the remainder of this memorandum I provide an interpretation of AR II-1.1-7.

With the granting of sabbatical leave, the University releases a faculty person from his or her full complement of duties (e.g., some combination of instruction, service and clinical responsibilities), thereby affording the faculty person the time to pursue a targeted set of professional pursuits, typically research-related, for the mutual benefit of the individual and the University. A sabbatical leave is unique in this regard – a faculty person, while on approved sabbatical leave, is pursuing in earnest a project of demonstrable value to the University.

Therefore, ten-, eleven- and twelve-month faculty persons on approved sabbatical leave are entitled to a proportion of their annual vacation allotment commensurate with the percentage of their regular (annual) salary earned during the sabbatical leave period. By this accounting, faculty on a full-year at half-pay sabbatical leave shall receive 11 days of vacation leave, while those faculty on a half-year at full-pay sabbatical leave shall be credited with 22 days of vacation leave. Vacation leave, if used, shall be taken in the assignment period in which it is credited, or the unused days shall be forfeited.

Please distribute this memorandum to those faculty persons in your college who are eligible to earn vacation leave.