Agenda Item No.

**AGENDA ITEM BRIEFING**

**Submitted by:** Name of President

Name of Institution

**Subject:** Granting of Faculty Development Leave for FY 20XX,

Name of Institution

**Proposed Board Action:**

Authorize faculty development leave for FY 20XX at Name of Institution (Institution abbreviation).

**Background Information:**

System Policy [*31.03, Leaves of Absence*](http://policies.tamus.edu/31-03.pdf), and System Regulation [*12.99.01, Faculty Development Leave*](http://policies.tamus.edu/12-99-01.pdf), require that a recommendation for faculty development leave be submitted by the university president to the chancellor for recommendation to the Board of Regents for approval. At Name of Institution (Institution name abbreviation), the application is submitted with support of the academic department, college dean, university development leave committee (elected by the general faculty), provost and executive vice president for academic affairs and president.

As shown in the exhibit, Institution name requests approval for faculty development leave for two faculty members for FY 20XX.

Institution name is in compliance with the statutory requirement that no more than six percent of eligible faculty be on development leave at any time.

**A&M System Funding or Other Financial Implications:**

No additional funding is required. Department faculty members are assuming the recommended faculty members’ teaching loads by adjusting course offerings the next academic year.

Agenda Item No.

**NAME OF INSTITUTION (in call caps)**

Office of the President

Date

Members, Board of Regents

The Texas A&M University System

Subject: Granting of Faculty Development Leave for FY 20XX,

Name of Institution

I recommend adoption of the following minute order:

**“The Board of Regents of The Texas A&M University System, in accordance with System Policy *31.03,* System Regulation *12.99.01* and Sections 51.101-108 of the Texas Education Code, authorizes faculty development leave to the faculty members as shown in the attached exhibit, Faculty Development Leave List FY 20XX, Name of Institution.”**

Respectfully submitted,

President’s name

President

**Approval Recommended:** **Approved for Legal Sufficiency:**

John Sharp Ray Bonilla

Chancellor General Counsel

Billy Hamilton

Deputy Chancellor and

Chief Financial Officer

James R. Hallmark, Ph.D.

Vice Chancellor for Academic Affairs

**FACULTY DEVELOPMENT LEAVE LIST**

ITEM

EXHIBIT

**FY 20XX**

**NAME OF INSTITUTION (in all caps)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name/**  **Title/**  **Department** | **Years of (Name of Institution) Tenured, Tenure-Track Service** | | **Semester of Leave** | **Location and Brief Description of Leave** |
|  |  | |  |  |
| **COLLEGE OF XXXYYYZZZ** | | | | |
| John Smith  Assistant Professor  Wildlife and Fisheries Sciences | 7 | | Fall 2018 – Spring 2019 | Sample information: Leave will be spent at the Universidad Nacional Autonoma de Mexico (UNAM)-Cuernavaca which houses the Center for Genomic Sciences and the Institute of Biotechnology. During the leave, collaborative research activities in the area of evolutionary ecology of insect-microbe associations will be conducted. Such activities will contribute to building skills needed for new research directions, enable field studies and establish new international research collaborations. The leave is also expected to benefit students with findings of the research incorporated into lectures and will open collaborative and exchange opportunities for Texas A&M students and colleagues. |
| **COLLEGE OF XXXYYYZZZ** | | | | |
| Joe Smith  Professor  Biomedical Sciences | 20 | Fall 2018 – Spring 2019 | | Sample information: Leave will be spent in Boston, Massachusetts, at the Institute of Healthcare Improvement (IHI), the most influential and prestigious healthcare quality improvement institute in the world. Dr. Smith has been selected to be a senior fellow at IHI for 2014-15, and while on leave, will be leading several studies at IHI on topics such as improving service quality in cancer care and improving health worker wellness. The opportunity to collaborate with some of the brightest minds in healthcare at IHI and to develop enduring research partnerships will enhance his research contribution, enrich his teaching and create greater visibility for Texas A&M within healthcare. |