

# Sierra College

## ADMINISTRATIVE PROCEDURE

AP 7341

### Sabbaticals

Date Adopted: 11/9/2004

Date Revised:

Date Reviewed: 12/12/2025

References: Education Code Section 87767 et seq.; SCFA Collective Bargaining Agreement

The District may grant a leave of absence for study and travel (sabbatical) to any academic employee who has rendered service to the District for at least six consecutive years preceding the granting of the leave, but not more than one such leave of absence shall be granted in each six-year period.

The standards of service that shall entitle the employee to the leave of absence are documented in the SCFA Collective Bargaining Agreement.

No absence from the service of the District under a leave of absence, other than another sabbatical leave, shall be deemed a break in the continuity of service required by this section, and the period of the absence shall not be included as service in computing the six (6) consecutive years of service required by this section.

Service under a nationally recognized fellowship or foundation approved by the Board of Governors, for a period of not more than one (1) year, for research, teaching or lecturing shall not be deemed a break in continuity of service, and the period of the absence shall be included in computing the six (6) consecutive years of service required by this section.

Every employee, as a condition to being granted a leave of absence pursuant to this procedure, shall agree in writing to render a period of service to the District following their return from the leave of absence that is equal to twice the period of the leave.