

**PRESIDENT'S SABBATICAL AWARD**

**Policy Number:** 407

**Categorized:** [Human Resources](#)

**Responsible Office:** Human Resources

**Subject:** Policy and procedures governing application for and awarding of the President's Sabbatical Award

**Related Policies:** [Educational Leave](#), [Sabbatical Leave](#), [Fulbright Award](#)

**Procedures:** [407P](#)

**Additional Information:** [Personnel Services Committee website](#)

**Effective Date:**

**Last Reviewed Date:** 06/13/2020

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**1. Scope**

This policy applies to full-time faculty who meet the eligibility criteria specified in the policy.

**2. Policy Statement**

The President's Sabbatical Award is designed to foster creative energy by providing faculty with a one-semester sabbatical leave with full pay. Each academic year, a maximum of three faculty members, one of whom can be on a 12-month contract, can receive the award. Applicants must be eligible for sabbatical leave and have completed six years of creditable service at NOVA to qualify for the President's Sabbatical Award. Previous winners must have six years of service completed at NOVA since their last award.

A faculty member awarded the President's Sabbatical with full pay must agree to return to the College as a full-time employee for a period equal to twice that of the period of absence; if the faculty member returns to NOVA for a lesser period of service, the faculty member shall be responsible for repayment of that portion of salary, for the time not served. The outstanding pro rata portion of the note shall be paid in full within one year following termination of employment.

Faculty members must meet established eligibility criteria and follow application procedures for sabbatical leave. The maximum number of President's Sabbatical Awards in any year will not exceed three awards.

**3. Definitions**

President's Sabbatical Award: a one-semester sabbatical leave with full pay.

#### **4. Procedures**

See [407P](#).

#### **5. Authority**

VCCS Policy 3.10.5 Sabbaticals