
APPLICATION FOR ADJUNCT PAID LEAVES DURING 2017-18

Part-time faculty with the rank of Adjunct Associate or Adjunct (Full) Professors at the School of the Art Institute of Chicago with at least seven years of continuous teaching at the School are eligible to apply for one of a limited number of paid one-semester leaves-of-absence. To be awarded a leave, you must make a successful proposal outlining how a dedicated period of work and/or study would help sustain the excellence and professionalism of your teaching. Department heads of finalists will be contacted for verification of good standing within the department.

To apply for a one-semester paid leave during the 2017-18 academic year, please submit a proposal to the Deans Office by Monday, September 26, 2016.

Eligible applicants may apply for a paid leave for fall or spring semesters (not summer or winter interim). Compensation during paid leave is modeled on sabbaticals for full-time faculty, and is equal to the recipient's current salary for the average number of degree courses taught each semester calculated over the past six years. A faculty member is eligible to receive one paid leave during any seven-year period.

To make a proposal for paid leave, please submit a written description, at least one page in length, explaining how plans while on leave would relate to teaching at the School and professional practice. Criteria for adjudicating proposals include, in non-hierarchical order:

- merit of the proposal
- length of service and contributions to the School community
- level of professional activity
- scheduling constraints (if any) of the proposed project
- length of time since the applicant's last paid leave

Faculty must agree to return for at least one year of service following a paid leave. Returning faculty are also expected to share their sabbatical experience in an on-campus exhibition or lecture.

By the deadline, please address proposals to Dean of Faculty Lisa Wainwright, but send to both your department head(s) and Molly Scranton at mscranton@saic.edu. For more information, contact Molly at (312) 899-7472, Sharp 810.

The Dean of Faculty and members of the Deans Selection Committee review all proposals and determine final selections. Notifications of awards are emailed between mid-October and early November to candidates and their department administrators to facilitate departments completing their 2017-18 course schedule, which is due by December 1, 2016.