

## UB Policy on Terminal Leave

*[Approved prior to USM policy II-2.10 revision of 2014; USM policy is the more authoritative here]*

Terminal leave is defined as a leave of absence with pay extending over a period which terminates on the effective date of a faculty member's separation from employment with the university.

Terminal leaves are beneficial to the university and its programs since they may provide a means to reallocate positions and other resources from low demand to high demand programs. The president may grant a terminal leave, upon application by the faculty member, in accordance with the following provisions:

1. Only full-time, tenured faculty members at the university shall be eligible for terminal leave; if awarded, such a leave shall be with full pay for a period not to exceed twelve months, or with half pay for a period not to exceed twenty-four months.
2. A faculty member, while on terminal leave, shall:
  1. Remain an employee of his or her institution, and be subject to all policies of the Board of Regents and the institution;
  2. Receive the salary which would have been accorded had he or she remained at the institution;
  3. Retain eligibility for all benefits normally associated with full-time (or, where applicable, half-time) employment, with the exception of annual leave;
  4. Not be required to perform duties of any kind during the period of leave unless otherwise stipulated.
3. The faculty member shall agree, in writing, to the conditions of the leave, waiving all claims arising out of her or his employment, other than those specified in II.C. and also waiving all claims to subsequent employment at the institution.
4. A faculty member shall initiate an application for terminal leave with the dean of his/her faculty. Such application shall detail the reasons for such request, including the benefits to the university. Upon the recommendation of the appropriate faculty committee, the dean and the provost, the president may grant the terminal leave.