

Article 17

PROFESSIONAL DEVELOPMENT LEAVES

- 17.11 At least five school days before filing an application with the District Office of Human Resources or no later than five school days before the October 15 application deadline, each faculty employee shall review his or her application with the Division Dean or appropriate administrator, who may consult with the President. The Division Dean or appropriate administrator shall inform the faculty employee if, in his or her professional judgment, the leave plan will not benefit the District and its students. The faculty employee may determine whether to proceed with the application, amend the application or withdraw the application. The Division Dean or appropriate administrator shall then append to the application:
 - 17.11.1 A comment advising the Committee as to how the proposed leave will or will not benefit the District and its students; and, if appropriate,
 - 17.11.2 A statement of concern about the potential for a severe reduction in full-time faculty staffing within a specific department, if all applicants are granted leaves for the same time period.