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UND Guidelines for UND Developmental Leaves

The following should be considered when applying for a developmental leave at UND.

Normally, developmental leaves will receive consideration if:

- at least six years of regular service will have passed since hiring or since the last developmental leave;
- a final report addressing the outcomes of the leave was filed following the previous developmental leave; information from the prior final report(s) will be used as an indicator of the ability of the candidate to successfully carry out their developmental leave activities;
- a substantive tangible product is the ultimate expected outcome;
- the proposed project was not the subject of a prior developmental leave;
- the proposed project would benefit significantly from, or would not be possible without, the developmental leave; and
- it involves working off-campus or at another university in the areas of teaching, scholarship, or service (requests for developmental leaves to occur at UND must clearly identify the reasons why the proposed work could not be done elsewhere).

Preference will be given to proposals that:

- involve significant travel elsewhere.
- have support (financial or otherwise) from another source (or institution).

Other guidelines:

- Normally, a maximum of two faculty per academic department may take leaves concurrently.
- Requests for one year of support should normally involve two consecutive semesters.
- Faculty who are on developmental leave should refrain from participating in departmental governance and on committees while on developmental leave.

Please complete the following form to request developmental leave. Faculty who are planning on applying for a developmental leave should consult with the departmental chairperson and the dean of the college prior to submitting a leave proposal.

[Development Leave Request Form](#)

Additional Reference:

[State Board of Higher Education Policy 701.2](#)

Approved April 23, 2003: Council of Deans

Guidelines Approved August 21, 2003: President Kupchella