

Sam Houston State University Faculty Handbook

Revised Mar 2016

Benefits, Leaves, and Awards

Designation of Distinguished Professors

Appointment to a University Distinguished Professorship is a special honor conferred upon active faculty in recognition of an extended period of service that may be marked by unusual and exemplary contributions to the University. For the full policy please see Academic Policy [860425, "Designation of Distinguished Professors."](#)

Faculty Leave Policies

Faculty Administrative Leave Program

Sam Houston State University is committed to providing faculty development opportunities whenever feasible. The program's purpose is to provide an opportunity for tenure or tenure-track faculty members, through a released-time arrangement, to acquire administrative experience and to contribute professional expertise by serving in a professional level administrative staff capacity in a selected administrative area for a specified period of time. For complete coverage of this policy please refer to Academic Policy Statement [800215, "Faculty Administrative Leave Program."](#)

Faculty Development Leave

In accordance with The Texas State University System, Board of Regents' Rules and Regulations, [Chapter V, Subsection 4.81, "Faculty Development Leaves"](#), Sam Houston State University provides this policy of development leaves designed to enable faculty members to engage in study, research, writing and similar projects for the purpose of adding to the knowledge available to the faculty, students and the Institution. For complete coverage of this policy please refer to Academic Policy Statement [800328, "Faculty Development Leave Policy."](#)

Other Leaves of Absence

For complete coverage of policies regarding sick leave, vacation leave, emergency leave, jury duty, maternity leave, military/volunteer firefighter leave of absence, leaves of absence without pay, the Federal Family and Medical Leave Act (FMLA) and parental leave refer to Academic Policy Statement [800301, "Faculty Leave Policy"](#), and Human Resources Policy [B-1, "Employee Leaves."](#)

Faculty Study

To encourage faculty members to broaden their education, it is the University's policy to permit each faculty member to take one course each long semester, provided that the course does not interfere with the individual's working/teaching assignment. The State of Texas does not permit discounted tuition for state employees; however, faculty members through the rank of assistant professor are eligible to apply