

---

WEST HILLS COMMUNITY COLLEGE

ADMINISTRATION

---

SABBATICAL LEAVE

The Board recognizes that periodic relief from an employee's assigned responsibilities is a necessary part of professional growth and continuing success of the District educational program.

The Board may, therefore, grant sabbatical leave to qualified members of the administrative staff for professional improvement or intellectual refreshment. Sabbatical leave shall be granted only for one or more of the following:

1. formal study
2. independent study
3. travel when related to the staff member's area of responsibility, and in accordance with administrative guidelines established by the Chancellor and approved by the Board.

Ed. Code 24903, 87767, et seq.

Board approval date: \_\_\_\_\_