

Letter of Agreement – Funding for AY 2023-2024 Sabbaticals

Dear David

There have been recent conversations between the Local and the Office of the Provost. The subject of the conversations have been potential financial support for individuals who are currently Awardees of sabbatical leaves for the Spring Semester 2024 only, or are on sabbatical leave for the entire 2023-2034 Academic Year. These individuals had not been covered by our December 2023 agreement, but the Local and the Office of the Provost share a desire to accommodate certain requests by these Awardees for funding during the remainder of Academic Year 2023-20234.

As per this letter agreement, the Office of the Provost is willing to, in its total discretion (not subject to review), fund requests that are made by the end of January 2024. The request, made in the form of a not more than one-page e-mail should provide an explanation for the utilization of the funds, along with all supporting documentation verifying how any approved funds will be spent from January 16, 2024 to June 30, 2024 for Spring 2024 leaves and AY 23-24 leaves. Once the expenditure is approved, no additional funds will be approved. Further, the applicant must also apply for typical funding sources in the university that support research and travel, usually at the college/school and department levels, and report the amounts of those awards as well and how they will be used to reduce the amounts requested. Further, the applicant must disclose all sources of funding already in place, which will also reduce the amount of any award.

The financial limit for this round is \$10,000 per applicant and capped for various expense categories of the project per the levels in the December 2023 agreement. The Office of the Provost will identify all eligible awardees of these processes and initiate a process designating a member of the Office the Provost asap to gather requests. The deadline for these requests will be January 31, 2024 at 4:30 pm. The requests will be processed no later than ten (10) business days from this deadline.

Please signify the Local's agreement, by your countersignature to this letter.

Thank you and the Local for bringing this issue to our attention.

Very truly yours,



Junius Gonzales, M.D., M.B.A

Provost and Senior Vice President for Academic Affairs

A. David Trubatch

David Trubatch

VP for Negotiations, AFT Local 1904