



REGULATIONS FOR LEAVES OF ABSENCE FOLLOWING ELECTION TO DÁIL ÉIREANN

Procedure No: 20

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Sheet of : 1 of 3

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1. **PURPOSE**

To set out the College policy regarding Leave of Absence following a staff member's election to Dáil Éireann.

2. **SCOPE**

The Board of the College, while recognising that it is in the public interest that members of staff should feel able to seek election to the Dáil, must at the same time ensure that the needs of the College in the fields of teaching, research, and community activity continue to be met. To provide a formal basis upon which individuals may obtain leave of absence to undertake representative office, the Board has approved the following regulations.

2.1 **PRE-ELECTION PERIOD**

Subject to departmental circumstances, which will vary according to the time at which an election is called, every endeavour will be made to allow candidates full release from their normal duties in order to campaign. Release to campaign will be given, initially, on the basis of unpaid leave: the Board will consider whether to allow the period concerned to be set off against a proportion of annual leave, or otherwise, after review of each case.

2.2 **UPON ELECTION**

Persons elected will be given unpaid leave of absence, on the following terms:-

- (a) **Salary and Allowances** will cease from a date settled in relation to the convening of the new Dáil: due account will be taken of leave entitlement and the extent of unavoidable continuing academic commitments during the current academic year.

- (b) ***Pension Benefits*** including provision for Death in Service benefit but excluding benefit under the Prolonged Disability Income Scheme, will be maintained by the College on the basis of pensionable salary and service applicable at the time of the convening of the Dáil. The Board reserves the right to adjust the individual's benefits under the College Scheme so as to ensure that, within the broad public service principle that no period of service be reckonable for two pensions, the College's pension provisions taken together with the benefits accruing from Dáil service do not produce total benefits which would exceed or compare unreasonably with those which would have resulted from normal full-time service with the College.

2.3 ***DURING OFFICE***

- (a) ***The Conditions of Appointment***, and duties applying to the individual's post are suspended and the conditions of this scheme will be substituted.
- (b) ***Part-time Employment in the College***: Persons on leave of absence may be employed on part-time work, relevant to their normal full-time activities, provided that the arrangements have been recommended by the Departmental Head, in consultation with any College Officers concerned, and have, in each case received the specific approval of the Board.

2.4 ***CONTINUATION AND CESSATION OF LEAVE OF ABSENCE***

(a) ***First Dáil Term***

Staff members granted leave of absence to take up representative office in the Dáil retain the right to obtain reinstatement to the full normal conditions of appointment, if, after first being elected:-

- (i) they wish to return to normal academic life following resignation from their seat; or
- (ii) the Dáil to which they were elected has been dissolved.

(b) ***Subsequent Dáil Term***

Staff members on leave of absence should consult with the Head of Department, and with the Dean of the Faculty concerned, before making a decision to stand for re-election for a further term. A decision can then be reached, in consultation with the Provost, concerning the basis upon which an application for a second period of leave of absence may be made to the Board.

If the permission of the Board to seek re-election is granted, and,

- (i) if the staff member concerned secures re-election, the aggregate period of leave granted by the Board will not exceed five years;
- (ii) if the staff member concerned does not secure re-election, the option to obtain reinstatement to the full normal conditions of appointments will remain open to the individual.

2.5 ARRANGEMENTS FOR RETURN TO NORMAL ACADEMIC LIFE

- (i) The Board of the College stresses that a member of staff granted such leave must recognize that a temporary replacement appointment will be made and that, to ensure continuity of teaching programmes, it may be necessary for the College to defer to the end of an academic year the date on which a member of staff granted leave under this scheme may resume their full-time duties.
- (ii) The Board of the College recognises that the pressures of representative office must result in the staff members concerned having difficulty in maintaining adequate contact with the developments of their special areas of study. The Board, therefore, will be prepared to consider granting a further period of leave of absence to any staff member returning from Dáil service for the purpose of re-establishing the academic position of the person concerned.

2.6 ELECTION OR APPOINTMENT TO THE SENATE

These regulations relate solely to persons elected to Dáil Éireann: election or appointment to the Senate will be treated, in the light of these regulations, through the normal procedure under the relevant section of the Conditions of Appointment to the full-time staff of the College.

Signed: _____ Date: _____
Secretary to the College

I accept the terms of the special scheme for leave of absence for persons on the full-time staff of the College elected to representative office in the Dáil as set out above.

Signature: _____ Date: _____