

**2024-2025 SABBATICAL APPLICATION FOR FACULTY AND LIBRARIANS
TO BE TAKEN 2025-2026**

Friday, September 27, 2024 (on or before)

ER shall send an announcement to all faculty about Sabbatical: All tenured full-time faculty members and librarians who, as of June 30, 2024, have completed a period of six (6) or more years at the College and who have fulfilled all professional responsibilities in the areas of service, teaching, and scholarship and have fulfilled the terms of past awards shall be eligible to apply for a sabbatical leave for one (1) or two (2) semesters. Sabbatical leaves are granted no more

Wednesday, November 6, 2024 (on or before)

The Dean, in writing, either affirms the eligibility of the applicant for sabbatical based on the fulfillment of terms of past awards and fulfillment of professional responsibilities in the areas of teaching, scholarship, and service or documents the area of concern. The Dean sends a letter endorsing (or not) the application to the ACSC, the Unit Sabbatical Committee, and the applicant.

Friday, November 15, 2024 (on or before)

The All-College Sabbatical Committee (ACSC) shall complete its review of the applications and make accessible the applications, all relevant documentation and recommendations to the Provost. (In the event the All-College Committee does not recommend a sabbatical award, the applicant must be notified in writing prior to the recommendation going to the Provost).

Monday, December 2, 2024 (on or before)

The Provost shall forward his/her recommendation to the President.

Friday, December 13, 2024 (on or before)

The President shall notify candidates of the sabbatical awards. (Pending BOT approval)

2025

Monday, January 27, 2025 (Tentative)

BOT shall act on the President's recommendation for sabbaticals.