

## SABBATICAL LEAVE AND LEAVE WITHOUT PAY

### Process during FY2022 for awards to be granted FY2023

Second Friday of March <b>March 12, 2021</b>	First call for sabbatical leave requests for the second subsequent academic year
Second Friday of April <b>April 9, 2021</b>	Second call for sabbatical leave requests
Last day of Spring semester <b>May 14, 2021</b>	Faculty members considering sabbatical leave are encouraged, but not required, to file a notification of intent with their departmental chairperson or school director
First Friday of September <b>September 3, 2021</b>	Sabbatical leave applications due to departmental chairperson or school director
Third Friday of September <b>September 17, 2021</b>	Sabbatical leave requests forwarded to college dean
First Friday of October <b>October 1, 2021</b>	Sabbatical leave requests forwarded to Faculty Affairs Committee
Third Friday of October <b>October 15, 2021</b>	Requests forwarded to the Provost and Vice President for Academic Affairs
Second Friday of November <b>November 12, 2021</b>	Requests forwarded to the President
Monday prior to Thanksgiving break <b>November 22, 2021</b>	Final notification of action from President to faculty member

Emergency leaves without pay are not subject to this timeline.