

Sabbatical Leaves Deadlines Fall 2025 – Spring 2028

FALL SEMESTER 2025

Preparation of formal proposals by applicants (26/27)
 Proposal Workshop (26/27)
 Formal proposals signed by Dept. Chair (10% rule reviewed/exercised) (26/27)
 Dept. approved proposals due to committee (26/27)
 Committee review of proposals (26/27)
 Deadline to withdraw proposals (26/27)
 Last day for committee to notify alternates (26/27)
 Spring 2025 reports due to committee
 Last day for alternates to submit proposals (26/27)
 Committee recommendations of proposals to VP of Academic Affairs (26/27)
 Committee recommendations of proposals to President/Board (26/27)
 26/27 Promissory Notes Due
Board meeting for approval of proposals (26/27)
 Application period for 2027/2028 leaves begins

DUE DATES

August 2025
 August 25
 September 5
 September 5
 Sept 8 – Nov 10
 September 12
 September 19
 October 3
 October 10
 November 12
 November 19
 November 28
December 9
 December 10

SPRING SEMESTER 2026

Last day to file application form (27/28)
 Last day to withdraw approved sabbatical leave (26/27)
 List of applicants submitted to VPAA (27/28)
 Fall 2025 reports due to committee
 Committee review of Fall 25 & Sp 25 reports (Sp 25 if applicable)
 Initial ranking distributed to applicants, VPAA and appropriate VP
 Challenges to ranking by applicants (27/28)
 Final ranking distributed to applicants VPAA and appropriate VP (27/28)
 Committee holds orientation meeting (27/28)
 Committee sends final reports to VP of Academic Affairs
 Proposal Workshop (27/28)
 Proposal Workshop (27/28)
Board meeting for approval for final reports
 Committee notification of Board approved Sabbatical Reports

DUE DATES

January 27
 January 27
 February 3
 February 6
 Feb 9 – Apr 13
 February 17
 February 24
 March 3
 March 9
 April 15
 April 27
 May 11
May 12
 May 18

FALL SEMESTER 2026

Preparation of formal proposals by applicants (27/28)
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 Committee review of proposals (27/28)
 Deadline to withdraw proposals (27/28)
 Last day for committee to notify alternates (27/28)
 Last day for alternates to submit proposals (27/28)
 Spring 2026 reports due to committee
 Committee recommendations of proposals to VP of Academic Affairs (27/28)
 Committee recommendations of proposals to President/Board (27/28)
 27/28 Promissory Notes Due
 Application period for 2028/2029 leaves begins
Board meeting for approval of proposals (27/28)

DUE DATES

August 2026
 August 24
 September 4
 September 4
 Sept 14-Nov 9
 September 14
 September 21
 October 13
 October 16
 November 12
 November 20
 November 30
 December 1
December 8

SPRING SEMESTER 2027

Last day to file application form (28/29)
Last day to withdraw approved sabbatical leave (27/28)
List of applicants submitted to VPAA (28/29)
Fall 2026 reports due to committee
Committee review of Fall 26 & Sp 26 reports (Sp 26 if applicable)
Initial ranking distributed to applicants, VPAA and appropriate VP
Challenges to ranking by applicants (28/29)
Final ranking distributed to applicants VPAA and appropriate VP (28/29)
Committee holds orientation meeting (28/29)
Committee sends final reports to VP of Academic Affairs
Proposal Workshop (28/29)
Proposal Workshop (28/29)

Board meeting for approval for final reports

Committee notification of Board approved Sabbatical Reports

FALL SEMESTER 2027

Preparation of formal proposals by applicants (28/29)
Proposal Workshop (28/29)
Formal proposals signed by Dept. Chair (10% rule reviewed/exercised) (28/29)
Dept. approved proposals due to committee (28/29)
Committee review of proposals (28/29)
Deadline to withdraw proposals (28/29)
Last day for committee to notify alternates (28/29)
Last day for alternates to submit proposals (28/29)
Spring 2027 reports due to committee
Committee recommendations of proposals to VP of Academic Affairs (28/29)
Committee recommendations of proposals to President/Board (28/29)
28/29 Promissory Notes Due
Application period for 2029/2030 leaves begins
Board meeting for approval of proposals (28/29)

SPRING SEMESTER 2028

Last day to file application form (29/30)
Last day to withdraw approved sabbatical leave (28/29)
List of applicants submitted to VPAA (29/30)
Fall 2027 reports due to committee
Committee review of Fall 27 & Sp 27 reports (Sp 27 if applicable)
Initial ranking distributed to applicants, VPAA and appropriate VP
Challenges to ranking by applicants (29/30)
Final ranking distributed to applicants VPAA and appropriate VP (29/30)
Committee holds orientation meeting (29/30)
Committee sends final reports to VP of Academic Affairs
Proposal Workshop (29/30)
Proposal Workshop (29/30)

Board meeting for approval for final reports

Committee notification of Board approved Sabbatical Reports

DUE DATES

January 27
January 27
February 2
February 5
Feb 8– Apr 12
February 17
February 24
March 3
March 8
April 15
April 26
May 10
May 11
May 18

DUE DATES

August 2027
August 23
September 3
September 3
Sept 13–Nov 8
September 10
September 17
October 8
October 15
November 12
November 19
November 29
December 3
December 14

DUE DATES

January 26
January 26
February 2
February 4
Feb 14– Apr 10
February 16
February 23
March 3
March 13
April 14
April 24
May 8
May 9
May 18