

Sabbatical/Professional Development Leave Timeline – 2017-2018

Provost issues call	Faculty notified of application deadline	Applications submitted to Department Chair or equivalent	Chair's evaluation and/or endorsement submitted to Library HR with application	HR forwards applications to S/PDL Committee	S/PDL Committee submits evaluation of applications to Dean	Dean makes final decisions / consults with committee	Dean provides list with names and types of leave recommended to Assoc Provost	Dean notifies applicants of award decisions	Faculty notifies Chair and the Dean whether accepts or declines sabbatical
9/15/16	9/27/16	By 10/14/16*	By 10/27/16	By 10/31/16	By 11/15/16	By 11/25/16	By 12/1/16*	By 1/13/2017*	By 1/31/2017*

*dates provided by the University