

**2026-2027 Academic Year
Calendar for Paid Professional Leaves**

	Due Date and Time
Faculty Affairs: Provide eligibility lists to Colleges	Wed, Aug 19, 2026
Department chairs submit memo to the Dean 1) declares recommendation intent for all reviews; and 2) certifies <u>election</u> of department committee members.	Wed, Sep 2, 2026
Faculty Member: Last date to request a case to apply for Sabbatical or DIP	Mon, Sep 7, 2026 11:59 PM
Faculty Member: 1) Sabbatical or DIP case submitted 2) All sections and application are submitted	Mon, Sep 21, 2026 8:59 PM
Department level deadline: 1) Department Review Committee: complete recommendation statement and form. 2) Department Chair: complete statement regarding possible effects on curriculum and operation. 3) Department Level: share recommendation(s) and form(s) with candidate. 4) Department Level: forward case to the College Committee.	Fri, Oct 16, 2026 5:00 PM
College review committee deadline: 1) Recommendation and recommendation form 2) Share recommendation and form with candidate 3) Forward case to the Dean.	Fri, Nov 13, 2026 5:00 PM
Dean's decision deadline: 1) Complete decisions and decision form. 2) Share decision with the faculty member. 3) Forward case to Faculty Affairs for counts.	Mon, Dec 14, 2026 5:00 PM
Faculty Affairs: 1) Reports to Provost if the target Sabbatical number was met. 2) If target was not met, cases are forwarded to the Senate Research Committee.	Fri, Dec 18, 2026
Senate Research Committee deadline: 1) If needed, completes rank form for each case 2) Provide rank order summary to the Provost via Faculty Affairs	Fri, Feb 5, 2027

If dates fall on a holiday, feel free to take action the day before.

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