

MEMORANDUM

TO: Faculty
FROM: Dr. J. Anthony Fernández, Provost
DATE: April 15, 2009
SUBJECT: **Sabbatical Dates for AY10**

As you are aware, sabbatical leaves have been suspended due to financial constraints. However, there is a possibility that funds will be available for FY 2011. Therefore, in keeping with the LCSC Sabbatical Policy, the following are key dates for Sabbatical applications during AY10.

The sabbatical policy can be found in the Policy and Procedures Manual, No. 2114.

Date	Activity
Sep-15-09	Faculty notify Provost, in writing, of intention to apply for sabbatical
Sep-22-09	Provost submits list of faculty applying for sabbatical to Division Chairs, Deans, and the Faculty Development Chair
Oct-01-09	Faculty submit sabbatical proposals to the Faculty Development Committee, Division Chair, and Dean
Oct-08-09	Division Chairs submit sabbatical recommendations to the Faculty Development Committee
Oct-15-09	Deans submit sabbatical recommendations to the Faculty Development Committee
Oct-25-09	Faculty Development Committee submits sabbatical rankings to the Faculty Senate Chair and Faculty
Oct-30-09	Faculty Senate Chair submits sabbatical rankings to the Provost
Nov-15-09	Provost notifies faculty of sabbatical decisions
Nov-30-09	Faculty notify Provost of acceptance of sabbatical

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