

College of Health and Human Performance

Sabbatical Leave Program Procedures/Timeframe (2011-2012)

A link to the sabbatical applications can be found on the Provost's Office website:
<http://www.aa.ufl.edu/aa/facdev/career/sabbatical.shtml>

Deadlines

October 15 Submission of Sabbatical Leave proposals due to Department Chair

Proposals include:

- 1) Cover page
- 2) 750 word description
- 3) Current resume

October 28 Department Chairs submit proposals to Diane Davis. Each proposal must be accompanied by chair's evaluation for FAC review (see application form).

January 20 FAC has completed its review of proposals, including a meeting to discuss them, and submits its ranked recommendations to Dean.

The committee, in ranking the applicants, shall consider:

- 1) the benefits of the proposed program to the employee, the university, and the profession,
- 2) the length of time since the employee was relieved of teaching duties for the purposes of research and other scholarly activities, and
- 3) length of service since previous sabbatical or initial appointment.

Proposed Sabbatical programs should comprise academic projects relevant to the instructional and research missions of the applicant's unit.

February 15 Dean submits recommendations to Associate Provost for Faculty Development

Sabbatical awards will be reviewed in the Office of the Provost before final approval is given.