

AY 2020 - 2021

For Sabbaticals to Be Taken in AY 2021 - 2022

Due-Date*	Description of Requirement
Mon, Sep 7, 2020	Intent to Apply Faculty respond to UP - FA with intent to apply for sabbatical (or not). Invite to apply on eFaculty if "Yes" response. Inquiries may be made to: up-facultyaffairs@sjsu.edu
Mon, Sep 14, 2020	Submit Application via eFaculty <i>Instructions are on UP Website. Note: Applicant is responsible for obtaining human subjects or animal care clearance as required and uploading the application on eFaculty</i>
Tue, Sep 15, 2020	Applications Opened to Department Chairs†
Thu, Sep 24, 2020	Chair's Statement Due in eFaculty Chair's Statement forwarded to applicant via eFaculty
Fri, Sep 25, 2020	UP - FA Releases Chair's Statement to Applicant
Fri, Oct 2, 2020	Applicant's Optional Response to Statement Due in eFaculty Response, if any, uploaded via eFaculty
Mon, Oct 5, 2020	Applications Opened to College Level in eFaculty College Professional Leaves Committee begins review
Thu, Oct 22, 2020	Evaluation and Ranking by College Professional Leaves Committee Due in eFaculty
Fri, Oct 23, 2020	UP - FA Releases CPLC Evaluation to Applicant
Fri, Oct 30, 2020	Applicant's Optional Response to CPLC Evaluation Due in eFaculty Response, if any, uploaded via eFaculty
Fri, Nov 13, 2020	Dean's Evaluation and Ranking Due in eFaculty
Mon, Nov 16, 2020	UP - FA Releases Dean's Evaluation to Applicant
Thu, Nov 19, 2020	Committee Charge: University Sabbatical Leaves Committee After the Provost and Senior Director, Faculty Affairs meets with USLC. Members elect a chair, establish procedures, and plan meeting dates and modalities.
Mon, Nov 23, 2020	Applicant's Optional Response to Dean's Evaluation in eFaculty Response, if any, uploaded via eFaculty
Tue, Nov 24, 2020	Applications Opened to University Sabbatical Leaves Committee
Thu, Dec 10, 2020	USLC Evaluation and Ranking Due in eFaculty
Fri, Dec 11, 2020	UP - FA Releases USLC Evaluation and Ranking to Applicant
Fri, Dec 18, 2020	Applicant's Optional Response to USLC Evaluation Due in eFaculty Response, if any, uploaded via eFaculty
Fri, Feb 19, 2021	Provost's Final Decision Released
6 Weeks After Return from Leave	Sabbatical Report Applicant submits via Dean to UP - FA (up-facultyaffairs@sjsu.edu)

* All deadlines are at 5:00pm on the date items are due unless UP - FA approves extensions.

† For purposes of this document, references to "Chair" and "Department" include "Director" and "School."