MEMORANDUM

To: All Faculty

From: Kenneth G. Furton, Ph.D., Provost and Executive Vice President

Date: September 23, 2019

Re: Call for 2019-2020 Sabbatical and Professional Development Leave Applications

The Office of the Provost is pleased to announce that the application process for academic year 2020-2021 Sabbaticals and Professional Development Leaves is open. Criteria and application details on each process are detailed below and related policy and procedures are available here. I highly encourage you to take advantage of this significant faculty benefit and support your colleagues in this process.

Applications for both Sabbaticals and Professional Development Leaves are due **Friday, October 25th at midnight.** All aspects of the application submission, review, and award notification will be conducted through Panther180. To apply, eligible faculty should contact panther180@fiu.edu for access. Paper applications and supporting materials will not be accepted.

All applicants will be notified by **January 31, 2020** of the award decisions. Additionally, a report on activities pursued while on sabbatical or professional development leave is required upon completion of the leave.

Please contact sabbatical@fiu.edu if you have any questions about either application process.

Sabbaticals *(tenured faculty)*

Full-time tenured faculty with at least six years of continuous full-time service at FIU and who will be **in-unit** at the time the proposed sabbatical is to be taken, are eligible to apply for a one semester, full pay; two semesters, two-thirds pay; or two semesters, half-pay sabbatical. Faculty are not normally eligible for a second sabbatical until six years of continuous service have been completed following a previous sabbatical. The six years are measured from the end of the first sabbatical to the beginning of the second sabbatical. According to the FIU Board of Trustees and the United Faculty of Florida Collective Bargaining Agreement, "sabbaticals are not granted as a reward for service," but must demonstrate the faculty member's increased value to the university.

Competitive Sabbaticals

Sabbaticals for one semester at full pay are highly competitive. Twelve (12) one-semester, full pay sabbaticals will be awarded for the 2020-2021 academic year. There will also be 12 sabbaticals for two semesters at two-thirds pay available on a competitive basis to tenured

faculty. This sabbatical leave is contingent upon a determination by your school or college Dean that the unit can accommodate your absence in the requested semester.

Non-Competitive Sabbaticals
Sabbaticals for two semesters at half-pay will be made available to eligible faculty whose applications are deemed to be complete and demonstrate increased value to the university according to the FIU Sabbatical Policy and Procedures.

Professional Development Leave *(non-tenure earning or out-of-unit faculty)*

Full-time non tenure-earning or out-of-unit faculty with at least six years of continuous service at FIU are eligible to apply for a one semester, full pay; or two semesters, half-pay professional development leave. Faculty are not normally eligible for a second professional development leave until six years of continuous service have been completed following a previous professional development leave.

The purpose of Professional Development leaves are to provide employees who are not eligible for sabbatical leave with leave opportunities to increase the employee's value to the university through enhanced opportunities for professional renewal, educational travel, formal education, research, writing or other experience of professional value, but not as a reward for service.

Applicants should pay particular attention to describing the proposed activity during the leave period and how the activity will improve the professional contribution of the individual and/or productivity of their department/university. The applicant's supervisor may submit a letter of endorsement supporting their request and noting expected benefits to the unit.