

**FACULTY DEVELOPMENT LEAVE CALENDAR
2009-2010 ACADEMIC YEAR**

DATE DUE	DUE FROM	DUE TO	DESCRIPTION
10/15	Deans	Faculty Senate	Faculty Development Leave Requests for Fall 2010 and Spring 2011
10/15	Applicants	FacultySenate@txstate.edu	Submit an electronic version of the materials to the Faculty Senate at FacultySenate@txstate.edu . The electronic application must include: 1) the text of the development leave proposal, 2) an up-to-date curriculum vitae, and 3) a brief abstract (approximately 100 words) indicating the specific goals of the leave period. If an applicant has previously received a development leave, he/she must also send an electronic copy or abstract of the most recent written report submitted to the Provost after that leave. Applicants should submit the documents as separate files and should not submit additional documents as separate files. Faculty requesting the supplemental grant award must complete Attachment B . See Paragraph 28 for additional information.
11/2	FDL recipients Spring 2009	Provost	Final written report on activity while on Faculty Development Leave during the Spring 2009 semester
11/20	Faculty Senate	Provost	Faculty Senate Ranking Sheet for Fall 2010 and Spring 2011
12/1 - 12/11	Deans	Provost	Review of Fall 2010 and Spring 2011 Faculty Development Leave Applications
12/15	Provost	President	Submit Fall 2010 and Spring 2011 Faculty Development Leave recommendations
1/15	Provost	Fall 2010 and Spring 2011 FDL Applicants	Notification to Fall 2010 and Spring 2011 Faculty Development Leave Applicants of recommended action, pending Board of Regents' approval
1/15	Provost	Supplemental Grant Award Applicants	Notification to applicants for Supplemental Grant Awards for Fall 2010 and Spring 2011 FDL Applicants
1/15	FDL recipients half-time AY 2009-2010	Provost	Progress Report on activity while on half-time Faculty Development Leave during the 2009-2010 academic year
2/22	Provost	Fall 2010 and Spring 2011 FDL Applicants	Formal notification of Board of Regents action on Faculty Development Leave Requests for Fall 2010 or Spring 2011
5/3	FDL recipients Fall 2009	Provost	Written report of activity while on Faculty Development Leave during the 2009 Fall semester

Faculty Development Leave dates subject to change pending Faculty Senate calendar development.

Provost and VPAA/Fac. Rec. 9/9/09