

Date: June 29, 2005

To: Department Chairs

From: Penelope Jennings
Associate Vice President, Faculty Affairs

Subject: Application for Sabbatical Leaves during the 2006-07 Academic Year

Enclosed is a copy of the application for 2006-07 sabbatical leaves to be distributed when requested by your faculty members. You may either duplicate this form or download one from the Faculty Affairs website at www.csun.edu/facultyaffairs/

Please note that the application "shall not exceed three pages" and that the application must be accompanied by "a current resume not to exceed one page citing information relevant to the sabbatical proposal" (Section 672.2.2 of the Administrative Manual).

Campus policy regarding sabbatical leaves is found in Section 672 of the Administrative Manual. Please note that difference-in-pay leave applications go directly from the Department Personnel Committee to the Dean to the Office of Faculty Affairs, **with no review by the College Personnel Committee.**

The deadline for submission of applications to the Department Chair is Friday, September 30, 2005. Notice about the sabbatical leave application deadline will appear in the September @CSUN.edu issue.

Please call me at Ext. 2962 if you have questions on these matters.

PJ:nc
n:sabb:0607:sabbaplmemo

cc: Provost Hellenbrand
College Deans