


**Memorandum**

---

**Office of Faculty Affairs**

**Date:** October 23, 2023

**To:** College Deans  
Chairs, College Personnel Committees  
DFOs  
Deans Assistants

**From:** Diane Guido  
Associate Vice President, Faculty Affairs 

**Subject:** Reallocation of 2024-25 Regular Sabbatical Leaves

Greetings,

I am writing to provide an update on the reallocation of the 47 funded sabbatical leaves for the 2024-25 Academic Year. In my September 18, 2023 memo (attached), I outlined the allocation process based on the number of eligible faculty in each college, the library, and counseling services.

The chart on Page 2 details the **number of sabbatical applications received** and the **new reallocations per college after going through this process**. Please review and let me know if you have any questions.

Additionally, I want to call your attention to Article 27 of the Faculty Collective Bargaining Agreement regarding **Academic-Year sabbaticals at half salary**. These types of leaves are not included in the allocation formula and will be treated as college-funded difference-in-pay leaves. Any faculty granted an Academic Year sabbatical leave at half-pay cannot “convert” their leave to a one-semester sabbatical at full-pay. *Please inform any of your faculty who applied for an Academic Year sabbatical at half-pay of this policy.*

Please get in touch with my office should you have any questions. Thank you again for your assistance and service during CSUN’s sabbatical process.

DG:kp

**CALIFORNIA STATE UNIVERSITY, NORTHRIDGE  
REGULAR SABBATICAL APPLICATIONS FOR AY 2024-25**

<b>COLLEGE</b>	<b>Eligible Faculty</b>	<b>ORIGINAL ALLOCATION</b>	<b>APPLICATIONS RECEIVED*</b>	<b>REALLOCATION</b>
MCAMC	49	6	18	9
DNCBE	33	4	11	6
MDECEDUC	24	3	4	2
ECS	25	3	6	3
HHD	64	8	14	7
HUM	43	5	11	6
CSM	61	7	16	8
CSBS	66	8	9	6
LIB	20	2	0	0
UCS	7	1	0	0
<b>TOTAL</b>	<b>392</b>	<b>47</b>	<b>89</b>	<b>47</b>

*\*six or more years of credited service*