

**2026–2027 SABBATICAL LEAVE PROGRAM CALENDAR  
FOR ACADEMIC YEAR 2027-2028**

**2026**

The intent of the new Sabbatical Leave Program is to make sabbatical leaves available to all faculty members in a non-competitive system, acknowledging that the number of sabbatical semesters available may be impacted by budgetary considerations. Employee Relations (ER) will manage the sabbatical leave rotation. During the transition period, the rotation will be based on seniority in combination with time since last sabbatical leave. Beyond the transition period, the rotation will be maintained based on years since last sabbatical leave.

**Wednesday, August 26, 2026 (on or before)**

The ER will send an announcement to all full-time tenured faculty and librarians about sabbatical: All full-time faculty members and librarians, who, as of June 30, 2026 have completed a period of six (6) or more years at the College and who have fulfilled all professional responsibilities in the areas of service, teaching, and scholarship and have fulfilled the terms of past awards shall be eligible to apply for a Sabbatical leave. Sabbatical leaves are granted no more frequently than once every seven (7) years to each faculty member who is eligible for sabbatical.

**Monday, August, 31, 2026 (on or before)**

The ER notifies the Deans and specific faculty members of their initial eligibility to apply based on seniority, the completed years of service since last sabbatical, and placement on the sabbatical leave rotation.

**Wednesday, September 09, 2026 (on or before)**

Eligible faculty desiring to apply for sabbatical shall forward a copy of their vitae in Ramapo format to the Dean and arrange to meet with them to discuss/assess the applicants' eligibility regarding their fulfillment of all professional duties in the areas of service, teaching, and scholarship. Candidates should also communicate their preferred semester and/or duration of the leave.

Deans will conduct an applicant eligibility assessment and a semester availability review based on contractual requirements, including scholarship as defined in Unit Scholarship Guidelines and service as defined in [Section 5.0 of the Faculty Handbook](#), while considering institutional sustainability and resource neutrality, finalized by the Provost.

**Thursday, September 17, 2026 (on or before)**

The Deans, based on the initial applicant eligibility assessment and semester availability review, will make recommendations known to the Provost and ER on the number of semesters that could be made available. The Deans will communicate with applicants and notify them, in writing, of the results of the applicant eligibility assessment and the semester availability review.

**Tuesday, September 22, 2026 (on or before)**

The President, through ER, notifies the Faculty and Librarians of the approved number of sabbatical semesters available, based on the recommendations from the Deans and the Provost.

**Friday, September 25, 2026 (on or before)**

Candidates found eligible to apply prepare a complete application found at [Common Application Form \(PDF\)](#) in accordance with Section 11.6 and upload their application to the folder provided by the ER.

Candidates designate the most appropriate Convening Group to evaluate the merit of the proposal, subject to Dean's approval. The Convener forwards the application to the full Convening Group (excepting the Applicant) for review. Based solely on the criteria, the Convening Group determines by a "yes" or "no" vote the merit (see Section 11.5B) of the proposed project.

Deliberations of the Convening Group are confidential. No applicant for sabbatical leave can be present during the discussion of any sabbatical application, nor may they vote.

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**Wednesday, October 07, 2026 (on or before)**

The Convener sends a letter with a record of the vote (up or down by simple majority), briefly explaining its rationale, to the Unit Scholarship Committee (USC).

The USC shall conduct a review of the application for completeness using the checklist and inform the applicant of any missing information and/or non-compliance with proper presentation and formatting by the established calendar deadline.

**Wednesday, October 14, 2026 (on or before)**

The USC sets a final date for receipt of a completed application, including anything missing, giving the applicant sufficient time to make changes and allowing for sufficient time for final review by the USC. After the deadline, incomplete applications as determined by the USC will not be forwarded.

The USC through the ER shall make accessible all applications, supporting documentation, the USC's recommendations, and Dean's recommendations to the All-College Sabbatical Committee (ACSC).

**Wednesday, October 14, 2026 (on or before)**

The ACSC and ER meet with the President and the Provost to receive guidance, review policies, and discuss programmatic issues.

**Wednesday, November 18, 2026 (on or before)**

The ACSC shall evaluate and complete its review of the applications and make accessible through ER the applications, all relevant documentation, and recommendations to the Provost. In the event that the ACSC does not recommend an applicant for a sabbatical award, the applicant must be notified in writing prior to the recommendation going to the Provost.

**Friday, November 20, 2026 (on or before)**

The Provost, in coordination with the Deans, reviews the recommendations from the ACSC. In the event that resource neutrality cannot be achieved for a particular eligible applicant in the academic year in which they are eligible, that applicant's sabbatical may be deferred to the following academic year while the Dean develops a plan to achieve resource neutrality for that candidate in the following academic year contingent on budget feasibility.

The Provost finalizes their review of all documentation and makes recommendations available to the President.

**Wednesday, December 09, 2026 (on or before)**

The President makes final recommendations to the Board of Trustees (BOT) and will notify applicants of their decision.

**2027**

**Monday, February 08, 2027 (Tentative)**

The BOT shall act on the President's recommendation for sabbaticals.