

**FACULTY DEVELOPMENT LEAVE CALENDAR [AA/PPS 04.02.02](#)
2025-2026 ACADEMIC YEAR**

DATE DUE	DUE FROM	DUE TO	DESCRIPTION
9/15/25	Applicants	Chair/Director	Faculty must meet with chair/director the goals of the leave project by no later than 9/15/25.
10/2/25	Applicants	Chair/Director	Submit an online application via the Faculty Requests portal. The 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) outlining the specific goals of the leave period. If an applicant has previously received development leave, the applicant must also upload a copy of the most recent FDL report submitted to the Vice Provost for Faculty Success. For additional details, refer to AA/PPS 04.02.02, Faculty Development Leave , section 04. The faculty requesting the supplemental award must complete that section of the online application and submit it along with their FDL application. For further information, see AA/PPS 04.02.02, Faculty Development Leave , section 06.
10/9/25	Chair/Director	Dean	Submit recommendations for Faculty Development Leave Requests for Fall 2026 and Spring 2027 via the Faculty Requests portal.
10/16/25	Deans	Faculty Senate	Submit recommendations for Faculty Development Leave Requests for Fall 2026 and Spring 2027 via the Faculty Requests portal.
11/13/25	Faculty Senate	Provost	Provide the Faculty Senate ranking sheet for Fall 2026 and Spring 2027.
11/14/25 - 11/19/25	Deans	Provost	Review of Fall 2026 and Spring 2027 Faculty Development Leave Applications.
12/5/25	Provost	President	Submit recommendations for Fall 2026 and Spring 2027 Faculty Development Leave.
1/15/26	Provost	Fall 2026 and Spring 2027 FDL Applicants	Notify Fall 2026 and Spring 2027 Faculty Development Leave applicants of the recommended action, pending Board of Regents' approval.
1/15/26	Provost	Supplemental Award Applicants	Notify applicants for Supplemental Awards for Fall 2026 and Spring 2027 Faculty Development Leave.
1/15/26	FDL recipients Fall 2025	Vice Provost for Faculty Success	For leave taken during the Fall 2025 semester, use the Faculty Development Leave form within Dynamic Forms to submit a report that includes the following: abstract, anticipated outcomes (as listed on your FDL application), accomplishments of anticipated outcomes, justifications for any outcomes not accomplished, additional outcomes not anticipated, and whether any patentable or copyrightable property was created. For further information, see AA/PPS 4.02.02 .

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DATE DUE	DUE FROM	DUE TO	DESCRIPTION
1/15/26	FDL recipients full-year AY 2025-2026	Chair/Director and Dean	Progress report on activities during the full-year Faculty Development Leave for the 2025-2026 academic year. The report should include the abstract (as listed on your FDL application) and a summary of activities undertaken to date to achieve specific goals.
2/26/26*	Provost	Fall 2026 and Spring 2027 FDL Applicants	Formal notification of the Board of Regents' decision on Faculty Development Leave requests for Fall 2026 and Spring 2027.
6/15/26	FDL recipients Spring 2026	Vice Provost for Faculty Success	For leave taken during the Spring 2026 semester, use the Faculty Development Leave form within Dynamic Forms to submit a report that includes the following: abstract, anticipated outcomes (as listed on your FDL application), accomplishments of anticipated outcomes, justifications for any outcomes not accomplished, additional outcomes not anticipated, and whether any patentable or copyrightable property was created. For further information, see AA/PPS 4.02.02 .
6/15/26	FDL recipients full-year AY 2025-2026	Vice Provost for Faculty Success	For leave taken during the 2025-2026 academic year, use the Faculty Development Leave form within Dynamic Forms to submit a report that includes the following: abstract, anticipated outcomes (as listed on your FDL application), accomplishments of anticipated outcomes, justifications for any outcomes not accomplished, additional outcomes not anticipated, and whether any patentable or copyrightable property was created. For further information, see AA/PPS 4.02.02 .

***Faculty Development Leave approval and notification dates subject to change pending TSUS Board of Regents' meeting calendar.**

Provost and Executive VPAA/Faculty and Academic Resources

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