

## Faculty Leave Program

For Leave beginning between  
September 30, 2005 and August 31, 2006

<u>Calendar 2004-2005</u>	<u>Items supplied by Faculty</u>
December	Completed Application Form
01 December 2004	<p>Upgraded vita/resume containing the following information to the Dept. Head:</p> <ol style="list-style-type: none"> <li>1. Educational background from baccalaureate through post-doctoral degrees with institution attended, dates, and degrees conferred.</li> <li>2. Publications with full citations.</li> <li>3. Membership in professional societies.</li> <li>4. Honors and awards.</li> <li>5. Professional work experience.</li> <li>6. List of teaching/research/administrative responsibilities of present position.</li> </ol>
	<b><u>Items supplied by Dept. Head:</u></b>
7 December 2004	Two or three letters of support from peers indicating the value of the leave plan.
10 December 2004	Completed evaluation form from applicant's Dept. Head to the College Dean
15 December 2004	Committee report to the Dean
	<b><u>Items supplied by College Dean:</u></b>
10 January 2004	Completed evaluation form from applicant's College Dean to the Dean of Faculty, TAMU
	<b><u>Items supplied by University:</u></b>
14 January 2005	Faculty Development Leave Committee starts review
5 February 2005	Agenda Items due (approximate)
24 March 2005	Consideration at Board of Regents Meeting