

TCNJ Sabbaticals Council Meeting  
September 15, 2021

Minutes

Present: Elizabeth Borland, Stuart Carroll (excused), Wendy Clement, Dolores Dzuby, Taras Pavlovsky, Catie Rosemurgy, Yuji Tosaka,

1. Discussion of calendar options given our late start. (Chair applying for sabbatical so had to resign, lack of volunteers to serve on Council)
  - Can we have a Plan A/Plan B calendar in case we receive a large number of applications like we did last year?
  - Taras will ask when we must give notification of our final decisions. (To see if Plan B calendar possible)
2. Discussion: What can we do/can we work with Faculty Senate to fix our calendar constraints?

Issues:

- We elect Chair at the beginning of the semester (takes away one meeting)
- We receive new members late in September (moves schedule back)
- Increasing number of applications can put pressure
- We deliver results before finals (limits number of working meetings)

Suggestions:

- Move back date of workshop and application submission to September (Returning Council members lead workshop so if we don't yet have new members, it's OK.)
3. Planning of Sabbaticals Council Workshop
    - Dolores will give the Power Point and Catie will host/go over RFP
      - HIGHLIGHT final date to request an application through Faculty Process: Oct 1
      - HIGHLIGHT—if there are any contingencies in your application (fellowship, travel, outside support), please include a clear Plan B.
    - PowerPoint from last year on share drive needs updating
  4. Budget and planning
    - Next meeting: formal election of chair and norming exercise
      - Liz will choose applications for the norming exercise
    - Tim Clydesdale will also send out a reminder of the request deadline.
    - Sabbaticals budget has not been cut.

5. Important links:

**Sabbatical Leave Program:** The [Sabbatical RFP is here](#), with [application requests due by October 1, 2021](#), and materials submitted via Faculty Process by **October 8, 2021**. (Note: dates have been adjusted from the RFP initially posted on the Academic Affairs website.)

The Sabbatical Committee will be hosting **an application workshop** on [Weds, Sept 29, at 1:30pm, via Zoom](#).