

# **MEMORANDUM**



TO: Chairpersons, Associate Deans, Deans

FROM: Office of the Provost

DATE: September 15, 2025

SUBJECT: 2026-2027 Sabbatical/Professional Development Calendar

Faculty and reviewers will access the Sabbatical or Professional Development application through the FIU Faculty Activity Reporting System - Panther180 and will login with their FIU MyAccounts credentials.

|                                                                                                                                                                                                                            |                                       |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|
| <b>Provost Office:</b> Call for Sabbatical & Professional Development applications via email.                                                                                                                              | September 17, 2025                    |
| <b>Faculty:</b> Interested faculty may reach out to <a href="mailto:panther180@fiu.edu">panther180@fiu.edu</a> to confirm eligibility and then be granted access to application within Panther180 by application due date. | September 25, 2025 – October 21, 2025 |
| <b>Panther180:</b> Administration of evaluation workflow.                                                                                                                                                                  | October 22, 2025 – October 27, 2025   |
| <b>Department Chairperson Review:</b> Panther180 portal open to submit Sabbatical or Professional Development feedback or recommendation letter.                                                                           | October 27, 2025 – October 31, 2025   |
| <b>Sabbatical/Professional Development Committee Review:</b> Review of Sabbatical and Professional Development applications and recommendation of awards to the Provost.                                                   | October 27, 2025 – November 25, 2025  |
| <b>Administrative Review:</b> Administrative review of Sabbatical and Professional Development applications.                                                                                                               | November 26, 2025 – December 3, 2025  |
| <b>Provost Review of Proposed Awards:</b> Panther180 portal open to review recommendations and decide on Sabbatical or Professional Development awards proposals.                                                          | December 4, 2025 – January 7, 2026    |
| <b>Chairperson Feedback of Awards:</b> Chairperson provides feedback on accommodation(s) for the proposed award.                                                                                                           | January 8, 2026 – January 14, 2026    |
| <b>Dean Review of Awards:</b> Panther180 portal open to submit Sabbatical or Professional Development feedback.                                                                                                            | January 15, 2026 – January 19, 2026   |
| <b>Provost Final Review of Awards:</b> Review of accommodation proposals and makes final determination of awards.                                                                                                          | January 20, 2026 – January 30, 2026   |
| <b>Faculty Release of Awards:</b> Finalized Sabbatical or Professional Development awards become available on Panther180.                                                                                                  | January 31, 2026                      |
| <b>Faculty Response:</b> Applicants shall notify the Provost of their acceptance or denial of their award within two weeks.                                                                                                | March 2, 2026                         |
| <b>Chairperson &amp; Dean Notification of Final Outcome.</b>                                                                                                                                                               | March 3, 2026 – April 3, 2026         |
| <b>Final Outcomes Report Deadline:</b> 2-page report summarizing the outcomes due within Panther180.                                                                                                                       | June 11, 2027                         |
| <b>Chairperson Notification:</b> Reminder of 2-page Sabbatical or Professional Development report deadline to be used in faculty's annual evaluation.                                                                      | June 26, 2027                         |