

MOHAWK VALLEY COMMUNITY COLLEGE
Utica and Rome, New York

2027-2028 SABBATICAL – ASSOCIATION OF MOHAWK VALLEY ADMINISTRATORS (AMVA)

SABBATICAL LEAVE APPLICATION TIMETABLE

<u>DATE</u>	<u>ACTION</u>
Thursday, October 15, 2026	Original and one (1) copy of application due to the President no later than 4:30 PM.
	President will convey applications to a Sabbatical Leave Committee (six members)
Monday, November 23, 2026	Sabbatical Leave Committee forwards applications with a list of names of applicants in priority order to Human Resources. Human Resources will forward application and committee recommendation to Vice President or administrator who shall add his/her recommendations and forward all materials to the President for his recommendation and action by the Board of Trustees.
January 2027 BOT Meeting	Board of Trustees action on recommendations of President
January 2027	Notification of Board of Trustees to applicant no later than five (5) business days after the January Board of Trustees meeting.

Mohawk Valley Community College does not discriminate. It is the policy of MVCC to comply with applicable federal and state regulations and guidelines which guarantee equal employment opportunity to all applicants and employees without regard to race, creed, color, sex, age, religion, marital status, sexual orientation, national origin, disability, or veteran status.