

Dear Ranked Faculty Colleagues:

I'm writing to communicate some application deadline changes to a variety of faculty support programs for which ranked faculty members may apply, including Workload Reallocation. These changes, which bring these various application and notification deadlines into sync with another, are relatively modest.

The goals for these adjustments are three-fold: (1) a uniform timeline that makes deadlines less confusing than they've been in the past, when they have fallen on different dates; (2) a better alignment with CALM deadlines, which benefits chairs, directors, and faculty members in curricular planning; and (3) decision-making timelines that allow for adequate deliberation for the full range of faculty scholarship programs.

The chart below summarizes those changes, which are effective fall 2026:

<b>Current Deadline</b>	<b>Revised Deadline, Fall 2026</b>	<b>Faculty Scholarship Support Program</b>
Sept 1	Sept 15	Deadline for faculty to submit application for Distinguished Professor Chair
Sept 15	Sept 15 <i>No change</i>	Deadline for faculty to submit Sabbatical Leave application
Oct 15	Sept 15	Deadline for faculty to submit Scholarship Chair/Endowed Scholarship Chair application
Oct 15	Sept 15	Deadline for faculty to submit Workload Reallocation applications
Nov 15	Dec 1	Deadline for faculty to be notified regarding Workload Reallocation awards
Nov 15	Dec 1	Deadline for faculty to be notified regarding Sabbatical Leave
Dec 15	Dec 1	Deadline for faculty to be notified regarding Distinguished Professor Chair
Dec 15	Dec 1	Deadline for faculty to be notified regarding Scholarship Chair
June 30	June 30 <i>No change</i>	Deadline for faculty to submit written assessment for scholarship chairs, sabbatical leaves, internal grants

These changes were recommended by your faculty colleagues on the Scholarship and Development Committee, with the support of Provost's Cabinet. Given the modest nature of the changes (and the benefit of these changes), the Ranked Faculty Affairs Committee decided that calling an extra Ranked Faculty Meeting to consider them was not necessary.

Again, the new deadlines are effective this coming fall. If you have any questions about them, please contact the Office of Faculty Development at [facdev@messiah.edu](mailto:facdev@messiah.edu).

Sincerely,

Gregg Hurley  
Chair, Ranked Faculty Meeting