



MEMORANDUM

TO: UNT Faculty

FROM: Michael A. McPherson, Ph.D., Provost & VP Academic Affairs *MM*

DATE: March 25, 2024

RE: Faculty Development Leave applications for 2025-2026

Faculty Development Leave (“FDL”), an opportunity for professional growth, is granted for the purpose of increasing the value of your contributions to the university by enhancing your scholarly achievements and reputation. FDL is awarded based on an application process to complete study, research, writing, field observations, or other suitable scholarly pursuits as part of your professional development.

Per our UNT policy for development leave, to be eligible for FDL during academic year 2025-2026, you must have served UNT for at least six consecutive academic years following initial appointment (or following your most recent FDL) and must not be in the terminal year of your UNT employment. Projects that would be completed during Fall 2025 and/or Spring 2026 are eligible to be considered in the upcoming application cycle.

- Applications must be submitted via the FIS system and must be reviewed and approved by your Chair, and then Dean, **by the September 25th deadline for submissions**. Because of this timeline, it’s advisable to complete your application well in advance of the deadline for your dean (no later than September 3rd to allow time for their review). Applications can be submitted as early as April 18, 2024.
- To initiate applying for FDL for 2025-2026, contact Academic.Resources@unt.edu. While the application process opens April 18, 2024, you can go ahead and request access to the application process now.

Upon approval by the applicant’s chair and dean, applications move forward to the Faculty Development Leave Committee for consideration. Applications approved by the committee go forward to the Provost and then to the Board of Regents for final approval at the February Board (BOR) meeting. Upon Board approval, recipients and their department chair and dean are notified.

Additional resources and information about FDL can be found on the [Faculty Success FDL webpage](#). Contact Academic.Resources@unt.edu if interested in applying. I encourage you to consider this important opportunity for professional development.