# College of San Mateo

## Faculty Professional Development Program Submission Deadlines

### Academic Year 2021–2022

<table>
<thead>
<tr>
<th>TYPE OF PROJECT</th>
<th>APPLICATION DEADLINE</th>
<th>ACTIVITIES FUNDED</th>
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</thead>
</table>
| **Short-Term Projects** | 30 days prior to the conference/activity | - Conference, workshop and seminar registration fees  
- Substitutes to allow conference attendance  
- Travel (capped at $2,000 per person per academic year, providing funds are available) |
| **Long-Term Projects**  
Starting Spring 2022 | October 29, 2021 | - Retraining: acquiring, improving, or updating skills  
- Advanced Study  
- Research: original work in one’s field of expertise |
| **Extended Leave**  
(sabbatical)  
Starting Spring 2022 | October 29, 2021 | - Retraining for new assignment  
- Upgrading of skills  
- Improvement of curriculum, personnel or support services  
- Certificate or degree programs  
- Revision of new or existing programs |
| **Long-Term Projects**  
Starting Fall 2022 | March 25, 2022 | - Retraining: acquiring, improving, or updating skills  
- Advanced Study  
- Research: original work in one’s field of expertise |
| **Extended Leave**  
(sabbatical)  
Starting Fall 2022 | March 25, 2022 | - Retraining for new assignment  
- Upgrading of skills  
- Improvement of curriculum, personnel or support services  
- Certificate or degree programs  
- Revision of new or existing programs |

Please submit your completed application via email to Teeka James (james@smccd.edu) and Stephanie Martinez (martinezst@smccd.edu) on or before the above-stated deadlines.

Application forms are available online at [https://collegeofsanmateo.edu/professionaldevelopment/faculty.asp](https://collegeofsanmateo.edu/professionaldevelopment/faculty.asp)