

## **Guidelines for Sabbaticals**

### **Rationale for Sabbaticals**

Sabbatical leaves are a form of faculty development involving relief from University duties for a semester or an academic year. When the University grants a sabbatical, it is making an investment in the development of its human resources and, in fact, its most critical resource. What the University expects to receive in return is a better, more productive faculty member.

The Faculty Research Committee (FRC) members look for a well-



Faculty Research Committee recommendations will be completed by November 30 and sent to the Provost for action. The Provost will notify each faculty member of the decision by the end of the semester.

## **Review of Proposals**

Reviewers of sabbatical applications look at proposals from two points of view:

1. The quality of the proposal is reviewed. Is the proposal dealing with a substantial topic, one which merits release from all other duties? Has the proposer adequately spelled out the details of how the work is to be accomplished, and what the intended outcome is? If publication is an intended outcome, is the intended medium appropriate to the faculty member's scholarly discipline? Can the project realistically be completed within the sabbatical timeframe?
  - o With respect to this aspect of the review, it should be noted that sabbatical proposals are sometimes returned to the faculty member for clarification or expansion before the review is completed.

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