

School of Education Sabbatical Leave Rating Sheet

Name of Applicant:

Background

The purpose of review of sabbatical applications within the School of Education is to make sure that support of the sabbatical project is a valuable use of the School's resources and to increase the likelihood that worthwhile projects will be approved at the campus level. Normally applications are not approved which propose a leave for writing a textbook, course development or improvement, post-doctoral work on this campus, continuation of research and/or creative activities normally conducted on this campus by the faculty member, or travel or visits to other institutions that have no clear scholarly purpose. If post-doctoral work is proposed, the role of the training in enhancing the University's academic capability should be emphasized.

In developing the application the faculty member should plan the statement of the project with care to ensure precision and conciseness. Vaguely worded proposals suggest that the goals and procedures have not yet been clearly determined and run a high risk of rejection. Extensive discussion of historical precedent for the proposed project is unnecessary.

Prior Sabbatical Leave Report on File (to be checked by the Dean's Office)

- a. yes
- b. no

Purpose and rationale. Is the purpose of the proposed project clear? Are the outcomes specified so that the contributions of the project to scholarship, creative endeavor, and/or professional practice may be judged? Are the outcomes likely to enhance the faculty member's effectiveness in the University? Is the project well grounded in theory, previous scholarly work, artistic development, and/or professional advances? Does it address an important problem or need?

Procedure/Methods/Plan of Attack. Does the proposal show a clear and well developed plan? Are methods or procedures well designed for the problem? Are the procedures feasible considering the time and resources available? Have travel plans or choice of other institution been adequately justified in the light of the purpose and rationale for the project? If the research is to be conducted in Bloomington, are local resources adequate?

Proposer's Background and Qualifications. Does the proposal demonstrate that the faculty member's background and qualifications are suitable for the project? Does the proposal make clear how the project will advance the faculty member's capacity to contribute to the University's objectives?

Recommended Revisions (if any)

Name of Reviewer: