

Evaluation Rubric for Sabbatical Leave Proposal

Name of Applicant: _____

Objective	Criterion	Evaluation				
		Poor				Excellent
General Attributes						
Acceptable	The project and its methodology/ methodologies is/are understandable to faculty outside the faculty member’s discipline.	1	2	3	4	5
Non-Meritorious						
Appropriateness						
Acceptable	The proposal clearly articulates how the project activity/activities will promote additional knowledge, skills or expertise.	1	2	3	4	5
Non-Meritorious						
Acceptable	The proposal clearly demonstrates that the scope/nature of the project is not possible through normal workload assignment.	1	2	3	4	5
Non-Meritorious						
Benefits						
Acceptable	The proposal clearly articulates how the project will improve the faculty member’s scholarly activity, teaching effectiveness, or professional practice.	1	2	3	4	5
Non-Meritorious						
Practicality						
Acceptable	The proposal contains clearly identified goals and outcomes that will lead to actionable outcomes.	1	2	3	4	5
Non-Meritorious						
Acceptable	The timeframe for completion is realistic and attainable.	1	2	3	4	5
Non-Meritorious						

Total

/30

NOTE: This rubric is meant to assist members of the Sabbatical Leaves Committee in the evaluation of Sabbatical applications. It is intended to be consistent with "Sabbatical Leaves: Criteria Defining a Meritorious Application" (approved September 21, 2007) and does not replace that policy.

The term "project" is intended to embrace the full range of potential sabbatical-related activities: research, creative, and/or professional development.