

## **Criteria for Consideration of Applications for Sabbaticals**

These criteria are to be applied at each level of review and should form the basis of the narrative evaluations at each level. The applicant is not expected to specifically address each criterion in the application, but there must be sufficient documentation provided for reviewers to formulate a response to each criterion.

1. The significance of the proposed sabbatical project and its potential to make a valuable contribution to the applicant's disciplinary field;
2. The scholarly or artistic past record of accomplishments of the applicant that demonstrate the applicant's ability to successfully accomplish the proposal within the time proposed;
3. The value of the project to the applicant's professional advancement;
4. The overall value of the project, if completed, to the mission of the University;
5. The care, comprehensiveness and crafting of the plan of work for the sabbatical;
6. Documentation related to the stage of work of the proposed project and the readiness of the applicant to undertake and make significant progress on the project;
7. Considerations related to the timing of the sabbatical related to the plan of work (viability of required travel, etc);
8. Documentation from institutions or individuals whose resources or collaboration are implicated in the plan of work;
9. Documentation from potential publishers, producers, presenters or funding agencies related to the proposed project;
10. The scope and quality of the applicant's overall contributions to the University;
11. The alignment of the proposal and its timing to the needs of the instructional program with which the applicant is associated.

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