

## Faculty Application for Sabbatical Leave (2020-2021)

*Reviewed by Personnel Council, Faculty Senate and Faculty Senate Executive per Faculty Senate motion 10/2019*

*Reviewed by Interim Provost and Vice Chancellor for Academic Affairs Maria Cuzzo 10/2019*

University of Wisconsin-Superior

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Department: \_\_\_\_\_ Date: \_\_\_\_\_

Applying for Sabbatical Leave in Academic Year: \_\_\_\_\_

Applying for Sabbatical Leave in Term (circle one or both): Fall Spring

Percentage of Salary Requested during Sabbatical Leave: \_\_\_\_\_

### A. Basic Eligibility (see the UW System [Policy for Sabbaticals](#) for further information)

1. Number of years of full-time instructional service or equivalent in UW System, including current academic year: \_\_\_\_\_
2. Number of years since any previous sabbatical granted and taken (e.g., if last sabbatical was taken in 2013-14 and it is now 2019-20, then number of years = 6): \_\_\_\_\_
3. Year of most recent leave of absence, if any (regardless of funding source): \_\_\_\_\_

NOTE: According to System Legal, the leave of absence provision indicates that faculty who have taken a leave of absence during the previous four years are not preferred candidates for sabbatical. However, leaves that were related to personal or family medical issues, including maternity leaves, are not counted as leave taken. All other types of leaves of absence are counted. Leaves of absence are not to be counted in determining a faculty member's years of full-time service.

### B. Sabbatical Project Proposal Narrative

1. Abstract of project (please limit to 100 words)
2. Project description and goals, including explanation of how the goals meet Board of Regents guidelines (see evaluation rubric under Criterion 2)
3. Project activities, with a timeline
4. Measurable outcomes (deliverables) which relate to the goals

### C. Supporting Information

1. Completed UW System Sabbatical Leave Agreement Form
2. Your current CV
3. Description of your contributions and accomplishments in teaching to date
4. Your program's plan for replacement class coverage:
  - (a) staffing plan
  - (b) funding sources available for replacement instruction
  - (c) Note: In general, please expect that at most one sabbatical per academic program unit will be granted in each review cycle, due to fiscal and staffing considerations.
5. Funding sources available to you during sabbatical period (total of all compensation must not exceed 100% of full salary)
6. Letter of support from department chair
7. Copy of your post-sabbatical report if you have had a sabbatical previously, with a brief update on work and activities that have resulted from the opportunity provided by the sabbatical

**This application form, your proposal narrative, and all supporting information should be submitted as one .pdf file attachment.**