



Sabbatical Leave Proposal Form

Maximum of 4 Pages

Name

1. Narrative Description of the Project

a. Proposal (a very brief introduction to what is proposed to be done for the sabbatical. Identify the goals you hope to accomplish. Describe the project you propose to undertake. Show how it fits within the broader context of your discipline. Say why it seems to you to be worth doing.)

b. Utilization of Present Knowledge, Available Resources, and Creative Potential (Indicate how you will use your present knowledge, available resources, and your creative potential during your sabbatical. Indicate planning that has already taken place, including contacts made, confirmation of participation, and cooperation from outside agency, if any.)

c. Benefit(s) to the Community (Discuss how the sabbatical and/or the results of the proposal will benefit the community.)

d. Benefit(s) to CSN (Discuss how the sabbatical and/or the results of the proposal will benefit CSN. Include any information about how the sabbatical fits in with the mission of CSN and any exposure or prestige the sabbatical may bring to CSN.)

e. Benefit(s) to CSN Students (Discuss how the sabbatical and/or the results of the proposal will benefit CSN students. Include any information about materials that may enhance the learning outcomes of students, and whether a new course or course format will result.)

f. Benefit(s) to myself (Discuss how the sabbatical and/or the results of the proposal will benefit you as an instructor. Include any information about updating skills or increased knowledge in your field, new skills learned that will be useful in teaching your courses, and anything else related to your professional growth and renewal.)

2. Objectives (List the measurable objectives/outcomes of the sabbatical.)

3. Time Schedule (Give a breakdown of steps and when each will be completed.)

4. Additional Information (optional) (State anything else you think will be important for the committee when evaluating your proposal.)