

EVALUATION RUBRIC FOR SABBATICAL LEAVE PROPOSAL

Name of Applicant: _____ Program/Library: _____

semester-long sabbatical
 year-long sabbatical
 difference-in-pay leave

OBJECTIVES	CRITERION	EVALUATION					
		0	1	2	3	4	
		None provided	Poor	Satisfactory	Good	Excellent	
General Attributes	The project and its methodologies are clearly articulated.	No methodologies included	Project and methodologies are poorly articulated	Project and methodologies are adequately articulated	Project and methodologies are well-articulated	Project and methodologies are comprehensively and successfully articulated	
	Appropriateness	The proposal clearly articulates how the project will promote additional knowledge, skills or expertise to academe and/or the greater community.	Proposal does not articulate how project activities will promote additional knowledge, skills or expertise to academe and/or the greater community	Proposal poorly articulates how project activities will promote additional knowledge, skills or expertise to academe and/or the greater community	Proposal adequately articulates how project activities will promote additional knowledge, skills or expertise to academe and/or the greater community	Proposal provides strong rationale explaining professional benefits	Proposal provides compelling rationale explaining professional benefits
	Scope/Nature of Project	The proposal clearly demonstrates the scope/nature of the project is not possible through normal workload assignment.	Proposal does not demonstrate that the scope/nature of the project is not possible through normal workload assignment.	Proposal poorly demonstrates that the scope/nature of the project is not possible through normal workload assignment	Proposal adequately demonstrates that the scope/nature of the project is not possible through normal workload assignment	Proposal strongly demonstrates that the scope/nature of the project is not possible through normal workload assignment	Convincing discussion of why project can't be achieved during normal workload assignments
	Benefits	The proposal clearly articulates how the project will improve scholarly activity, teaching effectiveness, or professional practice	Proposal does not articulate how project will improve scholarly activity, teaching effectiveness, or professional practice	Proposal poorly articulates how project will improve scholarly activity, teaching effectiveness, or professional practice	Proposal adequately articulates how project will improve scholarly activity, teaching effectiveness, or professional practice	Proposal strongly articulates how project will improve scholarly activity, teaching effectiveness, or professional practice	Proposal convincingly articulates how project will improve scholarly activity, teaching effectiveness, or professional practice
	Practicality	Timeframe for completion of project is realistic and attainable.	No timeframe included in the proposal	Timeline is not specific enough. It needs a lot more detail describing the goals and outcomes.	Timeline is adequate, but needs more detail describing when and how the project will be carried out.	Timeline clearly describes the project goals, but it may be too ambitious to complete within the timeframe.	Timeline is excellent, demonstrating a clear timeframe with realistic goals and outcomes
	SUBTOTALS						
	TOTAL		/20				