

**Applicant name:**

**SABBATICAL RUBRIC\***

Criteria	Exceptional	Average	Needs Improvement	Comments
<p><b>Criterion #1: Project Purpose and Rationale</b></p> <p>The proposal describes the project, its purpose, how it aligns with the goal(s) of scholarly activity at Augustana College, and how the purpose will be met within the proposed sabbatical time frame. Offers a clear rationale as to how the project emerges from the applicant's scholarly agenda.</p>	<p>Purpose and rationale for the project are clearly and thoroughly described.</p>	<p>Purpose and/or rationale are less clearly or thoroughly described.</p>	<p>Purpose and rationale are vague or incompletely described.</p>	
<p><b>Criterion #2: Methodology/Design of the Project</b></p> <p>The proposal provides a clear description of and rationale for the research methods, techniques, creative processes, or modes of inquiry to be used. These are grounded in relevant research, protocols, processes, or practices.</p>	<p>The project has a strong design with procedures, activities, and/or processes that are fully explained and linked to the project's purpose.</p>	<p>The project has an adequate design with procedures, activities and processes that are defined, but not as fully or clearly explained or linked to purpose.</p>	<p>Project design is vague, incomplete, and/or not clearly linked to project purpose.</p>	
<p><b>Criterion #3 Applicant Preparation for Project</b></p> <p>The proposal describes the applicant's relevant background, skills, and experiences that are necessary for a successful sabbatical project. Includes a description of the outcomes and impact of any previous academic leaves.</p>	<p>Background, skills, and experiences relevant to the project are thoroughly described and clearly linked to the project. Impact and outcomes of prior leaves are</p>	<p>Background, skills, and experiences are less thoroughly defined or may not be as relevant to or clearly linked to the project.</p>	<p>Background and/or preparation is vague, lacking, or not linked to the project. May not include clear evidence of impact or</p>	

	thoroughly documented (if applicable).	Impact and outcomes of prior leaves are thoroughly documented.	outcomes of previous leaves or did not report the outcome of previous leaves.	
<p><b>Criterion #4: Impact and Value</b></p> <p>The proposal describes the value of the project for the professional growth and revitalization of the faculty member, its value to the Augustana community (students, department, division &amp;/or campus), and its contributions to the wider scholarly and/or community stakeholders at the local, national, and/or international level. Describes plans for public sharing of project outcomes.</p>	Demonstrates strong likelihood of making significant, positive, lasting contributions to the communities identified, and to furthering the applicant's scholarly endeavors. Describes plans for public sharing of processes or outcomes, including potential audiences, venues, uses, and forms of appraisal.	Demonstrates potential to make significant, positive contributions to communities identified and to the applicant's endeavors. Describes plans for public sharing of processes or outcomes.	Does not convincingly demonstrate potential to make significant contributions to communities and/or the applicant's endeavors. No or minimal plan for public sharing of processes or outcomes.	
<b>FOR ADMINISTRATIVE (non-FRC) CONSIDERATION</b>				
<p><b>Departmental support</b></p> <p>Does the department endorse the proposal?</p>		<b>YES</b>	<b>NO</b>	
<p><b>Sabbatical timing</b></p> <p>Does the sabbatical need to be taken in the semester(s) requested?</p>		<b>YES</b>	<b>NO</b>	
<p><b>Supplementary funding</b></p> <p>Are supplementary funds necessary to complete this project? If so, please indicate the source of the funds applied for, and a plan for completing the project if those funds are not available.</p>		<b>YES</b>	<b>NO</b>	

\*Adapted from Innovations in Teaching, Technology, and Scholarship Committee Proposal Rubric, Carroll University