

## Guidelines for Sabbatical Application's Detailed Summary and Reports

The contract between the SIU Board of Trustees and the Faculty Association states that “[t]he Faculty member’s plan for a sabbatical leave should include such activities as course development, research, creative activities, additional study, and preparation in new or different fields, any of which pertain to *projects* [emphasis mine] that relate to the educational mission of the University and to the professional development of the Faculty member.”

The Chancellor and Provost of SIUC have made it clear that sabbatical leaves are not entitlements. They have asked that requests for educational leaves provide sufficient information on the project(s) to be undertaken to demonstrate the context(s) and value of the proposed work, and that they provide a research plan with predictable outcomes which justify the leave.

Applications and reports need to provide answers to five (5) questions:

1. What is the content and relevance of the proposed creative activity and/or research in artistic, methodological, substantive, and/or theoretical terms? Or, why does the applicant wish to pursue the project and what is the importance of the work for the applicant and the applicant’s field or discipline.
2. What is the historical and substantive context of the proposed project, both in terms of the applicant’s personal academic *oeuvre* and recent contributions, debates, and *lacunae* in her/his discipline? In other words, how does this activity or research build upon the applicant’s previous artistic or research efforts and accomplishments, and developments in her/his field?
3. In light of the proposed activity or research topic and the contexts described, and the substantive research situation and/or area the applicant has chosen, what constitute appropriate approaches for reaching the project’s goal(s)?
4. What is the anticipated schedule for the proposed project; what is the flow of the project, what is the time allotted for each phase of the proposed work?
5. What will be the tangible products of the sabbatical leave project; what are the anticipated exhibitions, performances, and/or publications that will result from the work? Or, what will be the nature of the peer review that will vouch for the claims of significance made for the outcomes of the creative activity and/or research?