

UNIVERSITY OF WISCONSIN- EAU CLAIRE
OFFICE OF RESEARCH AND SPONSORED PROGRAMS
FACULTY SABBATICAL GRANT PROGRAM

SABBATICAL PROPOSAL EVALUATION FORM INSTRUCTION SHEET

Please use the accompanying Sabbatical Review Sheet both to provide useful feedback on the proposal, which will be shared with the applicant, and to develop a numerical rating for the proposed sabbatical leave. The overall application numerical rating, which takes into account the merits of the proposed project, career stage, and past academic contributions, will be submitted to ORSP prior to the Council proposal review meeting. Mean scores, calculated from all Council member scores, will form the basis for discussion of the proposals. Numerical ratings may contain decimals.

Proposal ratings are confidential and should not be discussed outside of the URCA Council meetings. Please see the attached document “Hallmarks of a Successful Sabbatical Proposal at Various Career Stages and Trajectories” for examples of various types of appropriate sabbatical projects and how they might be approached.

Note that applicant failure to follow proposal guidelines in terms of length and language appropriately targeted to a non-specialist audience is grounds for downgrading the merit score.

Hallmarks of a Successful Sabbatical Proposal at Various Career Stages and Trajectories

Early-career (just received tenure)

The sabbatical proposal extends the **results** of recent scholarly activity or **further development** of scholarship after significant teaching/service contributions.

Examples of meritorious projects:

- Conversion of published articles into a book
- Analysis of accumulated data for publication
- Preparation of a grant proposal for external funding to continue a successful project
- Expanding an existing collection of creative works

Later-career scenario I

(> 5 years after tenure; recent academic contributions, beyond effective teaching, have focused on curriculum development or service to department or university, and have shifted away from scholarship.)

The sabbatical proposal focuses on **restarting** a program of scholarly activity.

The merit of the proposed project will be judged on the **significance** of its outcome to the academic discipline and the university, as well as the **feasibility** of the methods proposed to reach the outcome.

Later-career scenario II

(>5 years after tenure; academic contributions beyond effective teaching have included a balance of scholarship and service.)

The sabbatical proposal includes evidence of **continuous scholarly productivity**.

Examples of meritorious projects:

- Any of the activities listed for early-career faculty (first column)
- Proposal to shift direction of research; merit will be judged on the **significance** of the outcome to the academic discipline and the university, and demonstrated **preparedness** of the proposer to move into the new area.
- Initiating a “**high-risk/high reward**” line of investigation; merit is enhanced if proposer demonstrates high level of sustained scholarly productivity.

(5) Do the past accomplishments in teaching and service merit consideration for a sabbatical? (10 points maximum)

(6) Does the proposed project build on past scholarly accomplishments and support the longer-range professional goals of the applicant? (10 points maximum)

Faculty member is

- Early-career continuing scholarship trajectory
- Early-career expanding scholarship trajectory
- Mid- or late-career with ongoing scholarship, continuing scholarship trajectory
- Mid- or late-career, planning to launch a new direction
- Mid- or late-career with significant teaching/service record and more limited scholarship, re-establishing a sustainable program of scholarly/creative activity
- Other _____

Overall application score on a scale of 0 to 60 _____

50-60: Application is strong in most to all areas; This is an outstanding proposal and the sabbatical leave should be supported.

40-49: Application has many strengths; This is a good proposal and the sabbatical leave is one you would reluctantly see declined in a very intense competition.

25-39: Application has some strengths; This is an average proposal and the sabbatical leave demonstrates no particularly remarkable characteristics which might warrant a higher priority.

15-24: Significant reservations about the application; This is a fair proposal and the sabbatical leave has some merit, but it is one for which you have substantial reservations.

0-14: Application is not understood or is not at all appropriate for a sabbatical; This sabbatical leave does not warrant support.