**Monmouth College/FIDC Sabbatical Review Checklist (v.095)**

Name of Proposer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The following items are to be included in the proposal (check if present):

\_\_\_ 1) The general purpose of the sabbatical and a description of the proposed project.

\_\_\_ 2) List of any fellowships, scholarships or grants that you have requested or intend to apply for in support of the sabbatical. List here: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_ 3) Are benefits of the sabbatical project for yourself, the department, and the College referenced.

\_\_\_ 4) Estimation of expenses; approximate need of $ \_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_ 5) A one or two paragraph abstract which can be used for publicity purposes (e.g., Trustee reports, press releases).

\_\_\_ 6) A recommendation from your department/program chair proposing how essential duties can be covered while you are on leave and any replacement needs.

Other:

* Is a sabbatical replacement needed? Yes / no; 1 year / 1 term / other...list \_\_\_\_\_\_\_\_\_\_
* What classes will need to be covered in your absence. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**FIDC Review Criteria**

As noted in the Faculty Manual, will the proposed professional development activities result in:

- an improved learning environment? Yes / No

- up-to-date faculty knowledge? Yes / No

- greater teaching effectiveness? Yes / No

- publication or presentation? Yes / No

Will the faculty member benefit from the proposed? Yes / No

Will the College benefit from the proposed? Yes / No

Comments: