The Sabbatical Leave Program at Canisius College exists to contribute to the academic strength of the college by providing for intellectual refreshment and professional growth of faculty. The leaves are investments for growth of a faculty member's professional development and teaching effectiveness. Sabbaticals should be mutually beneficial to the faculty member and to the college; they aid professional growth and fulfill the goals of the department and of the college.

The program is open to full-time tenured faculty who have completed six or more years of full-time service. Faculty members must be under a tenure contract by the time a sabbatical is taken.

The program is competitive. There is no guarantee that all applications will be funded. Thus you are urged to present a strong case for funding.

**Complete this form**, add narrative (try to limit to no more than five (5) pages), attach most recent sabbatical application and report (if applicable), and submit with blank Chair and Dean Evaluation form for your Department Chair by **October 1, 2021**.

Name  [Click here to enter text.]  Department  [Click here to enter text.]

**Full-Time Hire Date**  [Click here to enter text.]  **Tenure Date**  [Click here to enter text.]

**Date of Last Sabbatical** (if any)  [Click here to enter text.]
*If you have had a previous sabbatical, attach a copy of your most recent sabbatical application and report.*

**Dates requested** (e.g., Fall of 2022, Academic Year 2022-23)  [Click here to enter text.]

**Type of Sabbatical Requested:**
- [ ] Full Year at half Pay
- [ ] 1 semester at full pay
- [ ] 1 semester at half pay

For your information, the following table provides important deadlines for the application cycle.

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 1, 2021</td>
<td>Application to Department Chair</td>
</tr>
<tr>
<td>October 15, 2021</td>
<td>Chair’s Recommendation to the Dean</td>
</tr>
<tr>
<td>November 15, 2021</td>
<td>Dean’s Recommendation to VP for Academic Affairs</td>
</tr>
<tr>
<td>January 15, 2022</td>
<td>Vice President’s Recommendation to the President</td>
</tr>
<tr>
<td>January 31, 2022</td>
<td>Announcement</td>
</tr>
<tr>
<td>October 15, 2023</td>
<td>Report Due to VP for Academic Affairs</td>
</tr>
</tbody>
</table>

If a sabbatical is granted, a sabbatical report must be attached to the annual report due **October 15, 2023.**
Department Chair Evaluation

Name of Faculty Member Click here to enter text.

1. On a scale of 1-10 (highest), how does this proposal rate in terms of merit? Click here to enter text.

2. Will replacement for this faculty member require:
   _____ Full-time replacement.
   If yes, what is the estimated cost of this replacement? Click here to enter text.
   _____ Use of part-time adjuncts.
   If yes, how many adjuncts will be requested in next year’s budget? Click here to enter text.
   What is the cost of these adjuncts? Click here to enter text.
   _____ Neither.

3. How does this proposal fit the overall objectives of the department's programs?
   Click here to enter text.

4. Do you recommend that it be granted? _____ Yes _____ No

Signature Click here to enter text. Date Click here to enter text.
Dean Evaluation

1. Rate (X) the quality of this proposal:
   _____ Outstanding
   _____ Very good
   _____ Satisfactory
   _____ Poor

2. What is your estimate of the probability that the faculty member will be able to complete or to substantially contribute to this project?

   Click here to enter text.

3. Do you recommend that it be granted? _____ Yes _____ No

   Signature   Click here to enter text.   Date   Click here to enter text.