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**

**Department**

**Full-Time Hire Date** ____________  **Tenure Date** ____________

**Date of Last Sabbatical** (if any) ____________

*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) ____________

**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

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

2. Will replacement for this faculty member require:

   _____ Full-time replacement.
   
   If yes, what is the estimated cost of this replacement?

   _____ Use of part-time adjuncts.
   
   If yes, how many adjuncts will be requested in next year’s budget? 
   
   What is the cost of these adjuncts?

   _____ Neither.

3. How does this proposal fit the overall objectives of the department’s programs?

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

Signature       Date
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?

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

Signature           Date