Guidelines for Sabbatical Reports

Please include the following in your sabbatical report, due October 1 following the completion of your sabbatical.

a) Date of the report

b) Semester/year of Sabbatical

c) What were your original goals and plans for the sabbatical? If they differed from the activities you undertook, please explain why you pursued a different project.

d) What activities/projects did you pursue during your sabbatical?

e) How did you grow or develop professionally as a result of your sabbatical activities?

f) What were the concrete results of your sabbatical, for example, publications, manuscripts, creative work, the creation of new syllabi or course modules, or websites?

g) How close to completion is your sabbatical project? If your project will continue, please describe your plans for continuing it and when you expect it to be completed.