

Sabbatical Application Review Rubric

Minnesota State University, Mankato Faculty Improvement Grant and Sabbatical Committee

Administrative Questions (unscored):

1. Is this applicant up for mandatory sabbatical? Yes/No.
2. Years of Service & Previous Sabbaticals:
3. Will Sabbatical include External Employment, Grants or Fellowships? Yes/No

Sabbatical Application Committee Review Rubric

Criteria	Strongly Recommend (3)	Recommend (2)	Do Not Recommend (1)	Score
Purpose of Sabbatical	Clearly stated, well-articulated, and compelling purpose aligned with professional growth.	Stated purpose is clear but lacks depth or strong justification.	Purpose is vague or lacks a strong connection to professional growth.	
Description of Proposed Activities	Comprehensive and detailed description of activities demonstrating clear objectives and methods.	Activities are described but lack some details or clarity.	Activities are vaguely described, missing important details.	
Timeline	Detailed month-by-month timeline with clear milestones and feasibility.	Timeline is included but lacks some detail or feasibility.	Timeline is vague and lacks clear milestones.	
Connection to Scholarship (ie. Teaching, research, performance...)	Clearly articulates how the sabbatical will enhance scholarship, student learning/growth, or curriculum development.	Some connection to scholarship but lacks strong application.	Weak or indirect connection to scholarship.	
Professional Development Impact	Strong potential to enhance applicant's skills and career development in a meaningful way.	Moderate impact on professional growth; some areas not well developed.	Limited impact on professional development.	
Alignment with Professional Development Goals	Clearly connected to long-term professional goals and development plans.	Connection to goals is present but could be stronger.	Weak or unclear connection to professional development goals.	
Departmental Impact	Strong potential to enhance the academic unit's goals and objectives.	Moderate potential for department benefit.	Minimal impact on the department.	

Criteria	Strongly Recommend (3)	Recommend (2)	Do Not Recommend (1)	Score
University Impact	Clear benefits to the university's broader mission and objectives.	Some potential benefits to the university.	Limited impact on university goals.	

Total Score: ____ / 24

Comments:

Additional Comments: _____

