Post Sabbatical Report Form

Click or tap here to enter text. Choose an item.

Full Name Campus

Click or tap here to enter text. Choose an item.

School Rank

Click or tap here to enter text.

Department

Sabbatical Semester/Year: Click or tap here to enter text.

The sabbatical report must be submitted to the Provost’s Office, with a copy to your Dean’s office, upon completion of your sabbatical. **The report should be submitted to the Provost’s Office within 30 days of the beginning of the first semester back at Pace following completion of the sabbatical period.** Feel free to extend each section of this report to enable you to fully address each section. However, clarity and conciseness are important.

**Title of the Proposed Sabbatical Project:**

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**Type of Proposal** (Check primary reason.)

[ ]  Primarily enhancement of teaching/curriculum development

[ ]  Primarily research/creative work

[ ]  Other (explain) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Provide a brief synopsis about your sabbatical activities:

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1. If you received any grant or aid in connection with this project, was the support adequate for your needs? [ ]  YES [ ]  NO [ ]  N/A

If no, please explain how you overcame this:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Discuss the activities you undertook during your sabbatical to accomplish your desired outcomes. Please describe any challenges and how you may have overcome them (or not) and how that affected your sabbatical and planned outcomes.

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1. Identify the proposed outcomes of your sabbatical and whether the outcomes were met. Be sure to include evidence and how you measured success.

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1. Discuss the results of your sabbatical. How will your sabbatical outcomes be communicated with the Pace community? Identify those who are most likely to benefit from the results of your project. Explain any benefits anticipated.

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1. Identify any recommendations you would have for improving sabbatical success going forward, either for yourself or your colleagues in general.

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Signature Date