



## SABBATICAL LEAVE REPORT – Part B

**Instructions:** Attach this signed form (Part B) to the sabbatical leave report provided by the faculty member (Part A). This form is to be completed by the Chair/equivalent and the Dean.

Faculty Member Name: \_\_\_\_\_

Department/School: \_\_\_\_\_

College/School: \_\_\_\_\_

Semester(s) or Dates of Sabbatical Leave: \_\_\_\_\_

Title of Sabbatical Project: \_\_\_\_\_

Report of assessment of the adequacy of the final report of sabbatical leave:

\_\_\_\_\_ Adequate documentation on fulfilling the work outlined in the sabbatical proposal or as amended.

\_\_\_\_\_ Adequate documentation of progress made on fulfilling the work outlined in the sabbatical proposal or as amended

\_\_\_\_\_ Inadequate documentation on fulfilling the work outlined in the sabbatical proposal or as amended.

Please explain your selection, including attempts to solicit additional documentation:

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Department Chair/Equivalent's Name

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Signature

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Date

Comment on the review above:

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Dean Name

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Signature

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Date

*\*Share the completed form with the faculty member and allow 14 days for rebuttal before forwarding to the Provost*

*Created June 24, 2024.*