

IUPUI APPLICATION FOR SABBATICAL LEAVE, 2010-2011  
For Leaves to Be Taken During 2011-2012

Name of Applicant \_\_\_\_\_ University ID # \_\_\_\_\_

Academic Title \_\_\_\_\_

School \_\_\_\_\_ Department \_\_\_\_\_

Effective date of initial appointment as a full-time member of the faculty of Indiana University \_\_\_\_\_

Have you had prior sabbatical leaves? Yes  No

If yes, when? \_\_\_\_\_  
(Please attach final reports for all previous sabbatical leaves.)

Periods of leave of absence other than sabbatical leave:	With Pay	Without Pay
_____	_____	_____
_____	_____	_____

Period(s) of proposed leave: Check below the period you are requesting:

- Fall semester at full pay
- Spring semester at full pay
- Academic year at half pay
- Divided leave\* \_\_\_\_\_

\* Please specify each of the periods with beginning and ending dates for the current year and subsequent years; these should add up to either five months at full salary or ten months at half salary.

Approval of department chairman who has forwarded application **with statement attached** concerning schedule adjustments, additional staff or other expenditures that will be necessary:

\_\_\_\_\_ Date \_\_\_\_\_

Approval of dean who has forwarded application **with statement attached** addressing ways in which the requested leave will benefit both the individual and the school, as well as issues of budgeting and scheduling:

\_\_\_\_\_ Date \_\_\_\_\_

Signature for Dean of the Faculties (Indianapolis), certifying eligibility in terms of faculty service:

\_\_\_\_\_ Date \_\_\_\_\_

IUPUI Sabbatical Leaves Committee: \_\_\_\_\_ approve \_\_\_\_\_ disapprove \_\_\_\_\_ abstain

1. Description of Sabbatical Project:  
(Give a description of the work which will be done including objectives to be accomplished.)
2. What outcomes do you expect from this project (publications, pedagogy, use of technology, exhibits, skills, etc.), and how will the results contribute to school and campus objectives?
3. Give a detailed account of the plans you have to carry out the project or activity. (Limit to 2 pages)
4. Where will the project be undertaken? Explain where the work will be done. Normally, this will be done at a location other than one's home campus, or in a setting that will remove the applicant from customary expectations of all faculty. If not, give a detailed justification.
5. Have arrangements been made at sites to be visited? Please include letters of invitation or acceptance from colleges, laboratories, libraries, community organizations, governmental agencies, or other organizations. If others are providing funding or other support, please describe.
6. Has this proposal been reviewed by the Institutional Review Board or appropriate Animal Care and Use Committee?

#### Human Subjects

- Yes      If Yes: Exemption Number \_\_\_\_\_ or IRB approval date \_\_\_\_\_.
- No

#### Vertebrate Animals

- Yes      If Yes: IACUC approval date \_\_\_\_\_.
- No
- Approval pending      Date submitted \_\_\_\_\_
- Not submitted

7. Please attach a current Curriculum vitae.
8. Pledge to the University:

In accepting a sabbatical leave, I apply in good faith with the intention to return to Indiana University for at least one year following the period of leave, and to accept no employment during the period of leave that has not been explained in this application, unless I apply and receive written

permission of the Dean of the Faculties. My approved plan will not be changed without written consent of all approving parties. I will file a report on the completion of my sabbatical leave and ensure that a copy is on file with the Dean of the Faculties Office. Further, I will conduct a colloquium on the results of my sabbatical work if requested by my school dean (or department chair).

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Signature

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Date