DEPARTMENT CHAIR/DEAN

EVALUATION OF FACULTY DEVELOPMENT LEAVE OR

SUMMER FELLOWSHIP APPLICATION

Please answer each of the following questions with respect to your faculty member’s application for a Faculty Development Leave or Summer Fellowship (whichever is appropriate). Your input is an essential part of the application process.

1. How does the application relate to the departmental criteria for scholarship? (Please attach a copy of your department’s approved statement of scholarly criteria for tenure and promotion.)
2. Discuss how the applicant’s qualifications, motivation, and skills will enhance or hinder his/her ability to complete the proposed project. Please address the applicant’s specific research, statistical, language or other special skills important to project completion.
3. Discuss the merit and significance of the proposed project. Specifically, comment on the significance of the proposed project’s contribution to the body of scholarship in the applicant’s field of study.
4. What is your opinion of the applicant’s justification for the time necessary to complete the project? Is the time period for the requested leave compatible with department/college needs?