



SABBATICAL LEAVE REPORT

Sabbatical Leave Reports are Due during Semester following Sabbatical as Follows:

- November 1: reports for sabbaticals taken in the Spring semester or Academic Year (AY) are due
- April 1: reports for sabbaticals taken in the Fall semester or Calendar Year (CY) are due

Name of Recipient:	
Department:	
Date of Sabbatical:	

"During the first semester after returning to regular duties, the faculty member must file with the dean a substantive report of his/her work and accomplishments during the sabbatical. Both the plan for the sabbatical and the post-sabbatical report shall be public documents. Therefore, no proprietary information reflecting intellectual property issues should be included in these documents. Copies of the plan and the report must be kept on file by the appropriate dean."

The above is excerpted from the sabbatical policy as approved by the Board of Regents. For complete policy see Sabbatical Policy as revised by the Board of Regents October, 1994.

Sabbatical Leave Reports should be processed as follows:

- Faculty member completes and signs Sabbatical Leave Report and sends to Unit
- Unit routes for chair's and division dean's signatures via DocuSign and CCs final copy to AS_FacAffairs@colorado.edu

Title of Sabbatical:	
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Please answer the questions below:

- (1) Describe how your project's academic objectives were attained, including the contribution to your professional growth and expertise.

- (2) Describe your work (i.e., where did you spend your sabbatical, etc.).

(3) Describe how the results of your project will advance departmental/college program goals.

(4) Describe how the results of your project will enhance the University's reputation.

(5) Describe how your sabbatical will contribute to the educational experience of the students.

Faculty Signature

Date

Department Chair Signature

Date

Dean Signature

Date