



Applicant_____

Date_____

Sabbatical Application Scoring Rubric

Criteria	Exemplary (5 pts)	Proficient (4pts)	Developing (3pts)	Limited (1–2pts)	Score
1. Purpose and Objectives	Clearly defined, innovative, and aligned with college mission and strategic goals. Goals are ambitious yet realistic.	Reasonably demonstrates potential benefit to students or instructional quality.	Some indirect benefits to students are described.	Limited or no clear connection to student outcomes.	/5
2. Impact on Student Success	Demonstrates strong and measurable potential to improve student learning, engagement, or support services.	Provides meaningful professional development that enhances teaching or scholarship.	Offers modest professional development opportunities.	Minimal opportunity for professional or instructional growth.	/5
3. Contribution to Professional Growth	Proposal significantly advances faculty expertise, credentials, or pedagogical innovation.	Some positive impact on department or institutional initiatives is described.	Limited institutional impact is identified.	No clear connection to college or departmental goals.	/5
4. Contribution to the College / Department & Community	Clearly enhances program, department, or college initiatives (e.g., curriculum, equity, outreach, accreditation).	Timeline and plans are reasonable and achievable; some contingencies are considered.	Basic plan provided but lacks detail or foresight.	Plans are vague or unrealistic; timelines are unclear or unsupported.	/5
5. Feasibility and Planning	Detailed, realistic timeline and outcomes; resources and support needs are well-anticipated.	Well defined and aligned with college priorities. Goals are clear and achievable	Goals are somewhat aligned with college priorities but lack clarity or scope.	Purpose is unclear, vague, or poorly aligned with institutional goals.	/5
6. Post-Sabbatical Dissemination / Integration	Clear plan to apply and share sabbatical outcomes (e.g., reports, workshops, curriculum revisions).	General plan to share outcomes and apply results.	Vague or limited plan for post-sabbatical sharing or integration.	No dissemination or application plan included.	/5



7. Past Contributions & Sabbatical History	Applicant has demonstrated strong contributions to college; sabbatical history follows policy and shows clear outcomes from previous leaves (if any).	The applicant meets expectations and has a clear rationale for this sabbatical at this time.	Limited information provided about prior contributions or sabbatical history.	Incomplete or non-compliant sabbatical history; weak rationale.	/5
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Total Score: /35

Scoring Guide:

- **31–35:** Strongly Recommended
- **25–30:** Recommended
- **18–24:** Recommendation Pending Request for Additional Information
- **Below 18:** Not Recommended

Additional Notes (for reviewers):

- Comments on strengths:
- Suggestions for improvement:
- Concerns or policy issues: