

REPORT ON PAID LEAVE (SABBATICAL)

The purpose of your brief report of no more than two pages is for you to document the work of your paid leave and to share the results. This report will be part of your next five year review materials, and it will be posted on Canvas under "Paid Leave Reports". Please submit the report as an e-mail attachment to your Dean and Provost by October 13, 2017.

Name: _____

School: _____

Date of leave: _____

Dean's Signature: _____

Date Signed: _____

Purpose of the approved leave

Describe what you have accomplished specifically with respect to purpose of the approved leave and provide documentation. Some examples of documentation include a notice of acceptance of a presentation, show or publication.

If you did not complete all of the proposed work for your approved leave as you had planned, please explain why. Please indicate if you still intend to complete the work and provide a time for completion. For example, you may have planned to submit a manuscript or prepare an exhibition, but were unable to complete that work.

Is there anything else you would like the readers to know about your experiences on leave?