

## Sabbatical Criteria

- Clarity in the topic of the project and the outcome at the end of the sabbatical
- Project is one that could not be accomplished without focused time away from teaching and research to accomplish.
- Work must be related to research; learning new techniques is fine as long as it maps back to research
- Sabbaticals to write and submit grants are not approved because should the grant not be funded there would be no ROI to LSU's investment
- Proposals to write a book require evidence that significant work has already been done. This could be chapters completed, book contract, heavily annotated outline of chapters, previous trips to libraries to do research, etc. It needs to be plausible that the book would be complete or substantially complete at the end of the sabbatical.
- If travel is necessary to complete the sabbatical and the outcome depends on a host institution, there must be a letter of invitation from any place the faculty member will be spending their time

## Notes to Dean

1. Applications due to OAA through Elements by October 3  
Notification to Faculty through email will be by December 5
2. Consider ability to cover teaching when approving sabbaticals