**SABBATICAL LEAVE PROGRAM  
Department Analysis**

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| Faculty Member’s Name |  | Department |  |
| Term or Leave Requested |  | Annual Salary |  |

Budgetary Split of Faculty Member:

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| --- | --- | --- | --- |
| IDR Account No. |  | Percentage |  |
| RCE Account No. |  | Percentage |  |
| AES Account No. |  | Percentage |  |

Experiment Station Projects assigned to this faculty member:

|  |  |  |  |
| --- | --- | --- | --- |
| Project No. |  | Termination Date |  |
| Project No. |  | Termination Date |  |

Describe how the work of the project(s) will be accomplished during the period of the Sabbatical Leave absence.

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Course(s) normally taught by this faculty member:

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| --- | --- | --- | --- |
| Fall/Spring  **(i.e. Fall** | Course No.  **11:115:101** | Title  **Ag & Env. Perspectives** | Enroll  **25)** |
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Describe how the course(s) will be staffed during the period of the Sabbatical Leave absence. If PTL (co-ad) resources will be required, please indicate for which courses.

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Grants or Contracts on which the faculty member is either a PI, CO-PI, or participating member and if he/she is budgeted to the account.

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| --- | --- | --- |
| Grant/Contract Title  **(i.e. EPA Solid Waste Mgmt.** | Budget  **4-2xxxx** | Responsibility  **Co-PI. 10% budgeted)** |
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Describe how the work of the grant/contract will proceed in the faculty member’s absence and if he/she is a PI, who will have the responsibility for the grant or contract.

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If an extension specialist or agent, describe how the faculty member’s extension responsibilities will be covered and by whom.

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List any College or University Committee memberships (elected or appointed) and the term of the membership in order that replacements may be named.

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| Committee  **(i.e. Cook A&P** | Appointed/Elected  **Appointed** | Term End  **2010)** |
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