

## From the Faculty Development Leave Committee

### A. Evaluation Criteria and Assessment for FLD Applications

#### Highly effective applications

- High impact and benefits on professional growth and departmental goals
- Collaboration with other faculty from peer institutions with national/international scope
- Increase of UNT's national and international visibility
- Clearly outlined research agenda
- Feasibility of project in regard to completion in a timely manner
- Projects funded by external foundations, e.g. NSF, NEA, NEH, etc.
- Reviewer-friendly language for committee members outside the area of the applicant's expertise
- Adequate justification for selection of leave category (i.e. research, creative, renewal)
- Strong recommendation letter from chair/dean
- Supporting materials (i.e. letters, contracts, grant approvals) attached to the application

#### Less effective applications

- Vague description of proposed project
- Unclear research agenda
- Unrealistic timeline
- No indication of contract or interest by publisher
- Less supporting recommendation letter from chair/dean

### B. Suggestions for the Recommendation Letter from the Chair/Dean

- Assessment of the substance and importance of the proposed FDL project for the applicant and the department goals
- Statement regarding the departmental cost for replacement of courses and other duties related to teaching