

2020-2021 Faculty Improvement Leave: Content and Guidelines

Application Deadline: Monday, October 7, 2019

Applicants for a 2020-2021 Faculty Improvement Leaves shall submit the following materials:

1. A 2020-2021 Faculty Improvement Leave: Application Background Information completed form
2. A proposal narrative, *limited to 1000 words*, addressing the following areas:
 - a. Precise and clear description of the activities planned while on leave; indicate the procedures and timetable that shall be followed and the prior arrangements that have been made;
 - b. Detailed explanation of how the planned activities shall enhance the BUFM's professional capabilities and career trajectory in teaching/librarian effectiveness, scholarly/creative activity, and/or service in alignment with the BUFM's assigned duties/allocation of effort/assigned workload;
 - c. Explanation of how the outcomes of the FIL shall strengthen the academic program of the University in alignment with current strategic priorities as listed on the application form; and
 - d. A specific plan for the format and content of a report to be submitted to the President upon completion of the FIL.
3. A current curriculum vitae.
4. A brief statement from Chair/Director indicating knowledge of the application.
5. If the Applicant desires: A letter, limited to 250 words, from a colleague or Chair/Director (or other evidence) that speaks to the professional development merits to be derived from the activities completed during the FIL.

Completed Faculty Improvement Leave applications shall be submitted electronically, as one scanned document (pdf) attached to an e-mail to pbucksk@bgsu.edu. The subject line of your e-mail should read: "2020-2021 FIL Application – [your name here]"

Questions related to the Faculty Improvement Leave application and process may be directed to:

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