

Guidance for Report on Activities after a Faculty Development Leave

Instructions from the application for Faculty Development Leave: “Within 90 days of the completion of a leave, a report must be filed with the individual's department, college or school, and the Office of Faculty Administration (faculty-admin@luc.edu) describing the professional activities accomplished during the leave and outlining future plans (publications, creative activities, grant applications, curricular innovations, etc.) deriving from leave activities.”

Unless instructed otherwise by your College/School or Department, this report should be no longer than one page (single-spaced) and address the following questions:

- What professional activities did you accomplish while you were on leave?
- What are the outcomes of the work you completed while on leave?
- What are your future plans that have grown from the professional activities that you accomplished while on leave?

Please address any publications, grant applications, curricular innovations, or other outcomes.