



UNIVERSITY
OF WYOMING

Office of
Academic Affairs

Office of Academic Affairs

Dept. 3302 • 1000 E. University Avenue
Laramie, WY 82071
(307) 766-4286 • (307) 766-6476 • fax (307) 766-2606
www.uwyo.edu/acadaffairs

To: Academic Deans, Department Heads and Chairs
From: Kate Miller, Vice President for Academic Affairs *Kate C. Miller*
Date: October 24, 2019
Subject: Flittie Sabbatical Augmentation Applications
Copies: Faculty Senate Chair, Faculty Recognition and Development Committee

DEADLINE: February 14, 2020

This memo describes the process, requirements, and due dates for UW's Flittie Sabbatical Augmentation awards.

Description: Professor Ed Flittie, a deceased member of the Sociology faculty, bequeathed funds to augment two-semester sabbatical salaries for one or more tenured faculty members each year. College deans may nominate faculty members for this award; the Faculty Development Committee of the Faculty Senate selects the awardees.

The amount of the augmentation may be up to 40 percent of the recipient's base annual salary. Over the past ten years, awards have ranged from \$11,500 to \$15,000. **Please send nominations electronically**, including all letters and supporting materials, **to Justin McDonald, McDuck@uwyo.edu**. **Only electronic packets will be accepted.**

Requirements: To be eligible, faculty members must have received approval from Academic Affairs for a two-semester sabbatical leave to conduct projects outside Wyoming. The project must have the potential for enriching instruction at UW. Faculty members who hold administrative appointments other than as department head or its equivalent are not eligible. UW regulations apply; specifically, the award may not be used for pursuing a degree, and total sabbatical remuneration from all sources must not exceed the recipient's base annual salary from UW.

Criteria: The Faculty Development Committee will make the awards based on the following criteria:

1. The project's potential for enriching classroom or laboratory instruction at UW.
2. The extent to which the award will enhance the sabbatical project.
3. The importance of travel, with preference given to projects that require international travel.

Application Procedure: Please submit your application directly to Justin as noted above. A complete application will consist of the following:

1. The original sabbatical proposal submitted by the faculty member.
2. A letter of application from the faculty member. The letter should address the above criteria. The letter should also be as specific as possible about dates of out-of-state activity and about sources (both pending and awarded) of external funding for travel, salary and project expenses.

The deadline for receipt of complete nomination packets is **Friday, February 14, 2020**.

One-semester sabbaticals: Faculty members who have been granted a one-semester sabbatical may apply for the Flittie award to extend the sabbatical to two semesters. In this case, a letter from the faculty member should describe plans for an expansion of the project to two semesters, and those plans must receive approval from the Office of Academic Affairs.

Summary of Past Awards from 2015-2020

2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
\$12,000	\$15,000	\$15,000	\$15,000	\$15,000