

Faculty Life Committee

Recommendation Form for Released Time Grants **For Tenured and Tenure-Track Faculty**

Name of Grant Applicant:

Department of Applicant:

Name of Recommender:

Title of Recommender:

Address of Recommender:

Instructions for the Applicant: Please inform those you have asked to write letters on your behalf of this form. It is your responsibility to ensure that letters of recommendation arrive at the Office of the Provost and Dean of the College by the application deadline. The deadline for 2009-10 applications is October 24, 2008.

Instructions for the Recommender: The Faculty Life Committee would like to thank you in advance for agreeing to submit a confidential letter of recommendation on behalf of the candidate named above. Due to the competitive nature of Released Time Grants, the Committee encourages you to provide detailed and specific answers to the following questions. Please send your letter directly to the Office of the Provost and Dean of the College or fax it to: 507-786-3870

1. Please address the substantive merit of the proposal as guided by the criteria found at the [Faculty Life Committee](#) website.
2. Of what value will this proposal be to the professional development of the applicant?
3. Department Chair: Please address how this proposal supports the goals of the department/program. Relate this to the Statement of Significant Professional Activity.
Associate Dean: Please address how this proposal supports the goals of the Faculty and the mission of the College.