

Faculty Development Awards Program (04-01-11)

As a result of Research Council discussions, the Provost and the Vice President for Research have decided to combine the BEST program and the Short-Term Professional Development Leave program into one Faculty Development Awards program (FDA). FDA awards will have a maximum award of \$5,000 or the actual cost of the course buy-out, whichever is the highest. FDA awards will enable faculty to engage in activities that will enhance her/his scholarship. Examples of activities include, but are not limited to the following:

- ◆ Travel to access specialized or unique resources (e.g. library special collections)
- ◆ Attendance at and/or presenting at workshops or programs (e.g. on pedagogical innovations or on research techniques)
- ◆ Short-term (less than one month) visits to other laboratories or institutions for the purposes of acquiring new expertise or critical background knowledge. NOTE: This program is not intended to provide support for attendance at regularly scheduled discipline-based professional meetings.
- ◆ Preparation and submission of a grant proposal in response to a request for proposals from federal, state or private entities.
- ◆ Completion and submission of a research paper to a peer-reviewed journal, or completion of a creative work.
- ◆ Revision of a manuscript accepted for publication in a peer-reviewed journal, and submission of the revision.
- ◆ Completion of a book.
- ◆ Research into teaching, assessment, and/or pedagogy.

FDA awards can be used to fund any of the following as long as the activity is intended to enhance scholarship:

- ◆ A one semester course buy-out. NOTE: The replacement cost for covering the course will be provided to the college dean. The level of support for the buy-out rate will be based on the information provided by the college's Dean.
- Workshop registration costs
- Travel
- Per diem
- Equipment and supplies

The following process will be utilized for AY11-12:

1. A faculty member submits a request for a Faculty Development Award to her/his Department Head. In the request she/he will describe the activity they propose to engage in and indicate if the activity is for spring or fall semester of AY 11-12. The proposal should include a brief (one-page) overview that clearly describes the benefits to be gained from the proposed activities and provides a rationale based on the faculty member's professional development goals. In addition, a budget summary and a current vita must be included.
2. The Department Head will provide an assessment of each request from her/his department and a ranking of all requests from the department to the Dean.
3. Each Dean will review the requests from her/his college and send a prioritized list, including the proposed activities and requested dollar amount, to the Provost by **April 28, 2011**. If the Dean does not support the request she/he is to notify the faculty member that her/his request is not being submitted to the Provost and the Vice President for Research. The Provost and the Vice President for Research will review the proposals and select faculty to be supported. Faculty will be notified of the decision on or before **May 6, 2011**.
4. Faculty who are successful in securing an FDA will be expected to submit a statement of accomplishments to their Dean by February 1, 2012 for fall semester 2011 awards and July 1, 2012 for spring semester 2012 awards. The Dean will evaluate the statement and notify the Provost and the Vice President for Research of what was accomplished and whether the accomplishment was acceptable performance.

NOTE: ALL FACULTY ARE ELIGIBLE FOR THESE FACULTY DEVELOPMENT AWARDS;