

Liberal Arts Research Awards

These awards are intended to support faculty work on a specific research project. Up to four awards will be given each semester. Each award consists of a one-course teaching reduction.

Requirements:

The project must have a defined outcome: a conference paper, publication, or creative product.

Recipients may not teach an overload course during the semester in which they receive an award, except under exceptional circumstances approved by the department Chair and the Dean.

Recipients of the awards must make themselves available to the Colloquium Committee to give a presentation on their project in the semester of or those following the award. The Committee will select which recipients shall be asked to make a presentation.

Recipients of the awards must submit to the Dean a project report by February 1 in the semester following fall awards and by June 30 for spring semester awards. This report should document the work completed and the specific outcome resulting from the award.

Eligibility

All full-time faculty in the School may apply for an award. Applications for the fall must be received in the Dean's office by October 15 one year ahead of the award period; those for the spring are due by March 1 of the preceding year.

Application Process

Applications must consist of a description of the project (not more than 500 words), a description of how it forms a part of the applicant's broader scholarly agenda, and an indication of the defined outcome that will result. Total length of the application should not exceed 1000 words. The applicant must also indicate the course he/she would be replaced for, and the department Chair must supply a memo indicating how the replacement would be handled.

Selection

The applications will be reviewed and ranked by the department Chairs, who will make recommendations to the Dean. Any Chair who wishes to apply for an award may do so but should then excuse himself/herself from the entire review process. In this case, a senior faculty member from the Chair's department shall represent the departmental applications in the review process and exercise the department's vote in the group's recommendation to the Dean. The senior faculty member representative will be selected by the department.

In assessing the applications, the Chairs will rank them on the basis of merit. In the event of one or more applications being ranked equally, priority will be given in the following order:

1. Tenure-track faculty who have not previously received an award
2. Tenured assistant and associate professors
3. Professors
4. Instructors holding the terminal degree
5. All other full-time faculty

November 5, 2002