

2013-14 Faculty Development Mini-Grants

REQUEST FOR PROPOSALS (RFP)

PROPOSAL Deadline is February 8, 2013 Midnight

Overview of the Mini-Grant Program

Faculty are invited to request support for instructional innovation and research projects to be conducted during the Fall or Spring semesters of the 2013-2014 academic year. These projects should benefit the University and students through advancing faculty efforts as teachers and scholars.

The purpose of the Faculty Development Mini-Grant program is to: (a) assist pre-tenured probationary faculty in teaching and research projects that help them meet the RTP criteria, (b) support tenured associate and full professors in continuing to produce research and/or teaching projects, especially those that support innovations in teaching that incorporate international dimensions or web-based instruction and other technologies, or (c) support lecturer faculty for innovations in teaching and promoting student success.

Interested faculty should submit a proposal that conforms to the proposal components found on the Mini-Grant Proposal Help Sheet. Only one proposal per faculty member can be accepted. Mini-Grant proposals may include a team of faculty members. Faculty may request reassigned time for Fall 2013 or Spring 2014 at the assigned time rate of \$2540 per credit (\$7610 per 3-credit course) and/or up to \$3,000 for other expenses (supplies, student assistants, equipment, travel, etc.). The reassigned time portion of this faculty development program will be available to tenure-track faculty only.

This year, in the absence of a constituted Mini-Grant Review Committee (MRC), the Faculty Development Advisory Committee has agreed to review Mini-Grant submissions. Please note the following criteria for mini-grant review identified in Senate Policy 11-14.

- The MRC shall evaluate the relative coherency, clarity, and general academic quality of each proposed project in the following specific areas: stated goals and anticipated outcomes, contextual significance of research or creative project, research plan and methodology, and anticipated method for disseminating results or measuring a successful outcome.
- The MRC shall evaluate how effectively the grant writer describes how the requested funding will contribute to professional development needs. For example, professional development may take the form of publishing scholarly work, participation in academic conferences, improving teaching effectiveness, or other reasonable forms.
- With the exception of probationary faculty, faculty shall be given lower priority for an award if they were granted a Mini-Grant in the preceding year.
- The MRC shall carefully consider the status of each grant writer (lecturer, probationary, or tenured faculty member) and strive to achieve a reasonable balance across statuses as it establishes a final order by rank. Special consideration may be given to probationary faculty.

Notes for this year's RFP:

- (1) Mini-grant proposals are encouraged that lay groundwork for further grant proposals for procurement of larger external funds.
- (2) A Mini-Grant Proposal Help Sheet is available as a template to help you to create, format, and review your proposal before submission. That document is attached with this announcement, and it will also be downloadable from the faculty development web site at http://facultydevelopment.csuci.edu/mini_grants.htm.

Submission and Review

Proposals are due by midnight, February 8, 2013, through the interface developed by Technology & Communications. Faculty submitting proposals should forward a copy to their relevant program chairs/directors at the time of submission.

When you are ready to submit, enter or paste your text into the form at <http://go.csuci.edu/minigrant>. In event you experience problems with the submission process please contact Dan Wakelee (dan.wakelee@csuci.edu).

If awarded, faculty recipients should submit a report of results by June 30, 2014, and feature their work as a poster or presentation at the SAGE Faculty Student Research Forum in spring, 2014.