

Junior Faculty Summer Research Award

Eastern Kentucky University College of Arts and Sciences

Purpose and Description: The Junior Faculty Summer Research Award provides summer salary support to selected junior faculty for the purpose of advancing their research and creative projects and scholarship. Unless stated otherwise in the request for proposals the total amount for each award will be \$4,500. This amount provides salary support in an amount equivalent to the salary one would receive for teaching a three-credit hour course calculated on the basis of the recipient's 9 month salary (8% per 3 credit hour course).

Following summer school payroll policy, which sets nine hours as the maximum teaching load (Summer I and II), the Junior Faculty Summer Research Award may be used in lieu of one, three-credit hour course, but not used to provide salary beyond the nine credit hour maximum. Any remaining portion of the \$4,500 may be used in support of the proposed project for such things as travel, software, etc. following university policy. The number of awards granted will vary based upon available funding, but a minimum of 5 awards will be made annually.

Eligibility: Eligible faculty must hold a full-time, tenure track position with the rank of assistant professor. Preference will be given to faculty members in the first three years of their probationary period and who have not previously received the award. Recipients must certify that they will continue to hold a tenure-track position at Eastern Kentucky University in the academic year following funding and that they will be in compliance with the nine hour maximum salary for summer. Applicants are, therefore, required to declare any other sources of summer salary, including teaching and grants, in their cover letter.

Each recipient is required to submit a progress report to the Office of the Dean by October 20 of the year in which the award is made. The report will detail progress and/or results stemming from the award.

Application and Selection Procedures

Eligible faculty must submit an application for a Junior Faculty Summer Research Award consisting of the following items:

1. Complete a checklist/information form which serves as the cover sheet for the application.
2. A cover letter.
3. Secure a letter of support from the department chairperson.
4. Provide a three page proposal describing the project, the candidate's experience with the subject, and the anticipated outcomes from the summer award. Additional pages for tables, figures and references should be limited to another three pages.
5. Supply a complete and current curriculum vitae.

Incomplete applications will not be reviewed. **The application materials should be submitted to the Dean's Office, College of Arts and Sciences, Roark 105 by January 25.** The college Research and Faculty Development Committee will review the applications and make recommendations to the Dean. If a faculty member or a member of his or her immediate family is being considered for a junior faculty summer research award, that member shall be replaced by an alternate when the committee is reviewing applications for the awards. Applicants will be notified of the results of the selection process by February 28.

Priority will be given to projects that:

1. Have clearly stated outcomes.
2. Demonstrate a well conceived plan or methodology for achieving those outcomes.
3. Have the potential to make a significant contribution to the field of study.
4. Will result in a product that can be disseminated (e.g., a refereed publication, a literary publication, placement in a juried exhibition, a public performance).

**College of Arts and Sciences
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Application Coversheet**

Date _____

Applicant _____

Department _____ Phone _____

Date of Initial Appointment at EKU _____

Highest Degree _____ Year Awarded _____

Project Title _____

Checklist:

_____ Cover sheet (this page)

_____ Cover letter

_____ Letter of Support from Chairperson

_____ Proposal

_____ Curriculum vitae

_____ If applicant has received a previous junior faculty summer award, please provide a copy of the progress report.

I certify that:

1. During the academic year _____ I will continue to be employed at Eastern Kentucky University.
2. During Summer _____ (year), I will receive no more than the maximum allowable summer salary from Eastern Kentucky University (up to the equivalent of 9 hours teaching load, including the 3 hour equivalent associated with this award).

Signature of Applicant

Signature of Chair Person

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(Proposal must use 12 point font)**

Applicant _____

Project title _____

Please provide a three page proposal describing the project, your experience with the subject, and the anticipated outcomes of the research/creative artistry. The proposal should include sufficient detail and contain language so that someone outside the field can evaluate its merit and quality.
