TO: All Faculty

FROM: S. Abu Turab Rizvi, Provost

DATE: October 30, 2017

RE: Support Available to Faculty

With the 2017-18 academic year upon us, you may wish to review opportunities for curricular and pedagogical development and for faculty research. (I have listed the contact information for each individual for your information.)

**ASSESSMENT GRANTS**
Contact Jamila Bookwala, Dean of Curriculum and Research (x5070 or email bookwalj). Faculty who would like to purchase assessment related materials, develop a new assessment initiative, or attend and participate in assessment workshops in order to improve student learning in their courses or programs are eligible for assessment grants. Interested faculty should submit a short proposal describing the purpose of the funding being requested.

**CURRICULAR AND PEDAGOGICAL DEVELOPMENT**
Contact Jamila Bookwala, Dean of Curriculum and Research (x5070 or email bookwalj). Through a variety of funding sources, the Provost's Office is able to provide support for certain curricular and pedagogical development projects. Interested faculty should submit a proposal that includes a description of the project and its intended impact. Each applicant should also provide a curriculum vitae and should ask his/her Department Head to send an evaluation of the project. It is expected that each recipient will submit a brief report of the results of his/her work to the Dean of Curriculum and Research within six months of the end of the development period.

**DIVERSITY INITIATIVE GRANTS**
Contact Robin Rinehart, Dean of the Faculty (x5070 or email rinehar). Faculty wishing to revise courses in order that we might achieve a more inclusive curriculum are eligible for a $1,000 grant. Interested faculty should submit a short proposal identifying the course(s) they wish to modify and explaining how they plan to do so.

**EXCEL SCHOLARS PROGRAM**
Contact Jamila Bookwala, Dean of Curriculum and Research (x5070 or email bookwalj). Under Lafayette's EXCEL Scholars Program, a faculty member may apply for a student assistant to help with his/her research. For details, see Academic Research Manual, [http://researchsupport.lafayette.edu](http://researchsupport.lafayette.edu)

**RESEARCH ASSISTANTS PROGRAM**
Contact Jamila Bookwala, Dean of Curriculum and Research (x5070 or email bookwalj). Under Lafayette's Research Assistants Program, a faculty member may apply for a student assistant to help with his/her research in a more limited fashion than is expected for an EXCEL Scholar. For details, see Academic Research Manual, [http://researchsupport.lafayette.edu](http://researchsupport.lafayette.edu)
EXTERNAL RESEARCH GRANTS
Contact Mary Ellen Jackson, Director of Sponsored Research (x5029 or email jacksmar). Faculty interested in applying for external support for their research should discuss opportunities with the Director of Sponsored Programs and seek assistance with grant and fellowship proposals, including proposals related to enhanced sabbaticals and research leaves. For information on assistance securing external funding, please visit http://researchsupport.lafayette.edu/.

FIRST-YEAR SEMINAR
Contact Alessandro Giovannelli, Director, First-Year Seminar Program (x5875 or email giovannelli). Faculty who wish to develop a First-Year Seminar are eligible for a $3,200 course development grant, which is paid with the expectation that the new course be taught at least twice. Such a grant comprises a $600 stipend that is conditional upon attendance at the fall workshops on writing pedagogy organized by the College Writing Program. The remaining $2,600 of the grant are paid in two installments, each preceding the respective first two offerings of the course. In addition, faculty teaching in the First-Year Seminar Program have available a $950 budget to be spent for course development (e.g., to purchase books or other materials, not to exceed a total of $300), and for co-curricular activities, for an amount not to exceed the $950 budget minus any funds that are used for course development. Faculty wishing to discuss possible courses before applying should contact Professor Alessandro Giovannelli.

INFORMATION LITERACY GRANTS
Contact Lijuan Xu, Associate Director of Research and Instructional Services (x5152 or email xul). The Information Literacy Grants ($1,500), sponsored by the Provost's Office and the College Libraries, are given out each spring to faculty who wish to add an information literacy component to one of their upper level classes. The goal of these grants is to encourage faculty to develop classes in which students have repeated opportunities to build information literacy skills and learn how information is created, disseminated, and organized in a discipline.

FACULTY RESEARCH AND ADVANCED STUDY GRANTS
Contact Jamila Bookwala, Dean of Curriculum and Research (x5070 or email bookwalj). Research Grants may cover equipment, supplies, specialized library materials (including microfilm and database search costs), travel for research, research assistants, and other specialized personnel. Advanced Study Grants are awarded to assist faculty in developing an enhanced research expertise in their own field or a related area of advanced study. Awards may cover travel and tuition expenses for faculty who attend an institute, conference, short course, or program of summer study (not in conjunction with work toward a degree). For details, see Academic Research Manual, http://researchsupport.lafayette.edu

RESEARCH LEAVES
Contact Emily Schneider, Executive Assistant to the Provost (x5097 or email schneiea). To each Assistant Professor, the College makes available a one-semester research leave following the mid-term review. See Faculty Handbook, Chapter 6.

SABBATICAL LEAVES
Contact Emily Schneider, Executive Assistant to the Provost (x5097 or email schneiea). A tenured faculty member is eligible for a sabbatical leave. See Faculty Handbook, Chapter 6.

SUMMER RESEARCH FELLOWSHIPS
Contact Jamila Bookwala, Dean of Curriculum and Research (x5070 or email bookwalj). The Summer Research Fellowship program, established in 1963 and supported in part by the Richard King Mellon Foundation, provides up to five fellowships of $5,000 each to support faculty doing research during the summer. For details, see Academic Research Manual, http://researchsupport.lafayette.edu

TEACHING WITH TECHNOLOGY GRANTS
Contact Jason Simms, Instructional Technologist (x5632 or email simmsj). Information Technology Services offers grants in partnership with the IT and Libraries (ITaL) faculty committee and the Center for Integrated Teaching, Learning, and Scholarship (CITLS) to encourage and financially support those interested in exploring new pedagogical strategies augmented by technology to help improve their teaching. https://its.lafayette.edu/teachingtechgrant/
**Travel to Professional Conferences**

Funds are available for faculty to attend and participate in meetings of professional societies; support also is available for attendance at one conference for professional development of scholarship. See *Faculty Handbook*, Section 6, and the memo on Faculty Travel Procedures, [https://provost.lafayette.edu/wp-content/uploads/sites/25/2017/06/Travel-Procedure-Memo-17-18.pdf](https://provost.lafayette.edu/wp-content/uploads/sites/25/2017/06/Travel-Procedure-Memo-17-18.pdf).

Faculty wishing to attend a pedagogical or curricular development conference please refer to the above section on *Curricular and Pedagogical Development*.

SAR/nlw