

LAFAYETTE COLLEGE

Office of the Provost

TO: All Faculty

FROM: Jamila Bookwala, Dean of Academic Initiatives

DATE: October 3, 2018

RE: Support Available to Faculty

With the 2018-19 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 Academic Initiatives (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 Academic Initiatives (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 Academic Initiatives within six months of the end of the development period.

DIVERSITY INITIATIVE GRANTS

Contact *Jamila Bookwala*, Dean of Academic Initiatives (x5070 or email bookwalj). 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.

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 see the [Academic Research Manual](#).

EXCEL SCHOLARS PROGRAM

Contact *Jamila Bookwala*, Dean of Academic Initiatives (x5070 or email bookwalj). Under Lafayette's EXCEL Scholars Program, a faculty member may apply for a student collaborator to help with his/her research. For details, see the [Academic Research Manual](#). Faculty also may apply for a research assistant to help with research (see below).

FACULTY RESEARCH AND ADVANCED STUDY GRANTS

Contact *Jamila Bookwala*, Dean of Academic Initiatives (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 the [Academic Research Manual](#).

FACULTY RESEARCH FELLOWSHIPS

Contact *Jamila Bookwala*, Dean of Academic Initiatives (x5070 or email bookwalj). Two competitive Faculty Research Fellowship programs, one established by the Richard King Mellon Foundation in 1963 and the other established by Walter A. '59 and Catherine R. Scott in 2016, provide \$5,000 professional development funds to support faculty research over a two-year period. For a description of these two fellowship programs and their relevant criteria, see the [Academic Research Manual](#).

FIRST-YEAR SEMINAR

Contact *Bianca Falbo*, Director, First-Year Seminar Program (x5243 or email falbob). 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 Bianca Falbo.

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.

OPEN EDUCATIONAL RESOURCES AND AFFORDABILITY INITIATIVE

Contact *Ben Jahre*, Head of Electronic Resources, Skillman Library (x5631 or email jahreb). The Open Educational Resources and Affordability Initiative encourages the development of alternatives to high-cost textbooks and course materials at Lafayette. The program supports faculty who want to make the transition to low cost alternatives by providing grants of up to \$1,000 and assistance for reworking course syllabi or creating new free materials. More information is available at <https://library.lafayette.edu/oei/>.

RESEARCH ASSISTANTS PROGRAM

Contact *Jamila Bookwala*, Dean of Academic Initiatives (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 the [Academic Research Manual](#).

RESEARCH LEAVES

Contact *Michelle West*, Executive Assistant to the Provost (x5097 or email westml). To each Assistant Professor, the College makes available a one-semester research leave normally following the mid-term review. See the [Faculty Handbook](#), Chapter 6, Section 6.1.15.2 for further information.

SABBATICAL LEAVES

Contact *Michelle West*, Executive Assistant to the Provost (x5097 or email westml). A tenured faculty member is eligible to apply for a sabbatical leave. See the [Faculty Handbook](#), Chapter 6, Section 6.1.15.1 for further information.

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. See [Teaching with Technology Grants](#).

TRAVEL TO PROFESSIONAL CONFERENCES

Contact *Jamila Bookwala*, Dean of Academic Initiatives (x5070 or email bookwalj). 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](#). For support to attend a pedagogical or curricular development conference, please refer to the above section on *Curricular and Pedagogical Development*.