



Date: May 15, 2009

To: Faculty, Librarians and Artists-in-Residence

From: Joe Bruno, Vice President for Academic Affairs and Provost

Subject: **Grants in Support of Scholarship and Grants for Pedagogical and Curricular Innovation**

Although the university's current financial situation has necessitated a reduction in funding, I am pleased to announce that funding will be available for all categories of support for 2009-10.

**Grants in Support of Scholarship** funding will be \$462,000 in 2009-10. As in years past, there are four categories of support for eligible faculty and librarians:

- Category 1. General Support of Scholarship
- Category 2. Supplementary Support of Scholarship
- Category 3. Project Grants
- Category 4. Participation in Meetings of Learned Societies

Separate funding totaling \$10,000 is available to support emeriti faculty and retired librarians in these categories as well.

In addition, there will be \$70,000 available in the 2009-10 for **Pedagogical and Curricular Innovation** distributed among the following categories:

- Category 5. Pedagogical Grants
- Category 6. Seed Grants
- Category 7. Fund for Innovation Grants
  - Rosenbaum/Anderson Teaching Award
  - Halpert Support for Courses on First Amendment Freedoms

## **Apply through Electronic Portfolio**

To expedite requests and provide a better archival system of awards, the application process can be found in your Electronic Portfolio (under Tools & Links—>Faculty Research-GISOS). We appreciate the patience and input you provided during the implementation of this system during the past year, and continue to improve and enhance the process based on this input. Complete instructions for applying through Electronic Portfolio and for department chairs can be found on the GISOS home page in your portfolio. Single page summaries of the eligibility and deadlines for each category can be found at the end of this document.

## **Clarification about Expending Awards**

Please note that with the exception of larger or multi-year awards that may be made in Categories 6 and 7, all awards made through this program are intended to be spent within the fiscal year for which they are awarded (for Round II awards, this means within six months). While never permitted in Categories 1 and 2, carry-forward requests in all other categories will be considered only under extreme circumstances (e.g., medical emergency, travel crossing fiscal years). Faculty and librarians should keep this in mind and plan accordingly when submitting requests.

## **Grants in Support of Scholarship**

### **Category 1. General Support of Scholarship**

Budget = \$66,000

General grants are used at the discretion of the individual recipient for activities related to scholarship such as travel to professional meetings, research expenses, dues, and subscriptions. No application is required for this grant. Eligible faculty and librarians will have a maximum award of \$200 credited to their research accounts on July 1.

### **Category 2. Supplementary Support of Scholarship**

Budget = \$95,000

There will be one allocation for supplementary grants, not to exceed \$600, to faculty and professional librarians, upon application, for support of specific research or artistic projects or for attendance at professional meetings (whether “participating” or not). The application should contain a brief, but specific, description of the purpose or project and an estimate of the total expenses. Funds will not be carried forward to the next academic year.

Applications should be submitted via Electronic Portfolio by September 30, 2009. Note that review and endorsement by department chairs is no longer required. Upon receipt and review of all applications, the budgeted funds will be divided by the number of approved applications, yielding the average grant per applicant. Faculty will receive an electronic notification to check their portfolio for final award.

### **Category 3. Project Grants: General & Collaborative**

Budget = \$91,000

#### **A. Project Grants**

Project grants, not to exceed an annual maximum award per eligible faculty member or librarian of \$2,500 (an increase from \$1,500 in previous years), will be made upon application and on a competitive basis. Professional librarians and faculty members on leave, as well as those on sabbatical are eligible to apply.

As compared to supplementary grants, these will require a more detailed proposal describing the research or artistic project and its significance, in addition to a detailed budget (including prospects for partial funding from other sources). This proposal should contain a general statement, which explains what the project is and why it is important, as well as an explanation detailing the work involved in the project, how much has already been accomplished and what remains to be done. The budget should be detailed and include narrative demonstrating an obvious relationship to the project description. Cost of travel, for example, must be closely related to the research project. Applications for travel costs for the purpose of delivering a paper at a conference should be made under Category 4. This grant is not designed to support faculty stipends where the work to be done is a part of the expected duties of every faculty member (i.e., scholarship, teaching and service).

Project grant applications should be submitted via Electronic Portfolio. Department chairs will receive a notification of pending applications for review. All project grant applications must be endorsed by department chairs and will then be reviewed by the academic deans. There are no legislated criteria, but preference will be given to ongoing research that is near completion or pilot projects that lay the groundwork for proposals to attract outside funding.

Applicants should follow or adapt the following application categories in presenting their projects:

- Description of work to be accomplished.
- Justification of the work's scholarly or artistic originality, expected results, and evidence of prior acceptance, if applicable.
- Indication of whether this project has been previously funded by the project grant program, including amount(s) previously funded.
- Specification of outside support received or solicited for this project.
- Detailed budget, including justification of each item and alternative funding sources.
- Endorsement of the project grant by your department chair who should submit in portfolio a one paragraph statement assessing the merits of the project and the appropriateness of the budget.
- A list of project grants previously awarded, including funding amounts.

**Two competitions:**

**Round I**

**Applications due:** May 29, 2009 deadline for faculty submission in E-Portfolio  
June 5, 2009 deadline for chair endorsement in E-Portfolio

**Expenditures must occur:** July 1, 2009-June 30, 2010

**Round II**

**Applications due:** November 30, 2009 deadline for faculty submission in E-Portfolio  
December 4, 2009 deadline for chair endorsement in E-Portfolio

**Expenditures must occur:** January 1, 2010-June 30, 2010

**B. Collaborative Project Grants**

A separate subcategory of project grants is available to support scholarly collaboration with faculty at other institutions. These grants, not to exceed an annual maximum award of \$1,000 per eligible faculty member or librarian, will be awarded on a competitive basis.

Applicants should submit the same materials required for general project grant requests and incorporate relevant information about their collaborators (CVs, etc.)

***Collaborative project grants are awarded on an ongoing basis, as long as funds are available, through April 30<sup>th</sup> each year.*** All applications should be submitted via Electronic Portfolio.

**Category 4. Participation in Meetings of Learned Societies**

Budget = \$210,000

This grant is designed to assist in professional development and visibility. Faculty members and professional librarians who are invited to be a presenter/lecturer at a meeting of a learned society of their peers will be eligible for reimbursement to defray costs of registration fees, travel, meals, and lodging. Faculty members who are on sabbatical and/or leave are also eligible. Reimbursement may be received for no more than two meetings in one academic year. The maximum award for a meeting in which a faculty member or professional librarian is participating is \$1,100; the maximum award for a second meeting is \$800. In the case of a meeting/conference being held outside the contiguous United States, the participant can request combining their two annual meeting allocations into one total award of \$1,900.

Applications for a Category 4 meeting should be submitted via Electronic Portfolio as soon as the meeting invitation is received. Requests for the following academic year can be made in the system beginning May 1<sup>st</sup> each year. **Requests will be considered, as long as funds are available, through April 30<sup>th</sup> each year.** The application should include the following information:

- Name of the learned society sponsoring the conference.
- Dates and location of the conference.
- Manner in which the applicant is participating at the conference.
- Detailed, line item budget of anticipated expenses.

Please note that these funds cannot be used for any other purpose and Academic Affairs will sweep remaining funds back throughout the year for reallocation to other faculty members.

## Grants for Pedagogical and Curricular Innovation

There are five programs available to faculty for pedagogical development and curricular renewal and innovation.

### Category 5. Pedagogical Grants

Budget = \$15,000

Grants of up to \$1,500 will be awarded for projects designed to foster pedagogical innovation and experimentation. The focus of successful projects might include, but is not restricted to, one or more of the following:

- Developing new methods of instruction.
- Mastering new technologies in order to use them in teaching (e.g., computer-assisted or interactive-video instruction).
- Designing innovative modes and formats for presenting course materials.
- Increasing one's knowledge of another field or discipline in order to develop new interdisciplinary courses.

Applications for pedagogical grants should include the following:

- Description of the project.
- Design of the new or revised course.
- Explanation of the need for innovation.
- Schedule for completion of the project.
- Detailed budget, with justification for each item. Appropriate expenses include as the cost of instructional materials, and travel and tuition for special training. It does not support faculty stipends where the work to be done is a part of the expected duties of every faculty member.

Applications should be submitted via Electronic Portfolio. Pedagogical grant recipients must submit a written report at the end of the academic year.

### Two competitions

#### Round I

**Applications due:** May 29, 2009 deadline for faculty submission in E-Portfolio  
June 5, 2009 deadline for chair endorsement in E-Portfolio

**Expenditures must occur:** July 1, 2009-June 30, 2010

#### Round II

**Applications due:** November 30, 2009 deadline for faculty submission in E-Portfolio  
December 4, 2009 deadline for chair endorsement in E-Portfolio

**Expenditures must occur:** January 1, 2010-June 30, 2010

## Grants for Pedagogical and Curricular Innovation

### Category 6. Seed Grants

Budget = \$10,000

Funding is available for projects that are intermediate in scope between pedagogical grants and Fund for Innovation grants. Projects might include:

- Developing a new course within a single department or across departments.
- Re-designing curricula.
- Using technology in teaching, beyond the scope of the pedagogical grants.
- Collaborating with faculty from other institutions to develop innovative programs for Wesleyan students.

Applications should be submitted via Electronic Portfolio and must include:

- Description of the project.
- Explanation of the need for innovation, the goals of the project, and its expected impact on teaching and learning.
- Time line for completion of the project.
- Potential impact of the project on teaching and learning.
- Any plans for supporting the project beyond the term of the seed grant.
- Plan for assessing the success of the project.
- Detailed budget, including justification for each item. Appropriate expenses may include expenses such as the cost of instructional materials, travel and tuition for special training, consultants, and faculty moonlighter replacements. This grant, however, is not designed to support faculty stipends where the work to be done is part of the expected duties of every faculty member.

A department, group of faculty, or a dean may propose a seed grant for funding up to \$10,000. Recipients of seed grants must systematically assess the success of their project and submit a written report at the conclusion of the grant period.

Applications must be submitted via Electronic Portfolio by February 1, 2010, and will be reviewed by the Pedagogical Renewal Committee. Funds will be available beginning July 1, 2010.

### Category 7A. Fund for Innovation Grants

Budget = \$25,000

The Fund for Innovation supports the best proposals for curricular innovation that have potential impact across a major sector of the curriculum. Applicants are urged to think in the largest terms and to propose collaborative projects involving multiple departments and programs. Proposals that support Wesleyan's curricular renewal efforts are particularly encouraged. For example, projects might include the development of "focused inquiry" courses, interdisciplinary efforts to support curricular coherence in students' academic programs, or innovative uses of technology to support academic and institutional goals.

There is no stated limit to the size or length of a project, but the long-term goal is to support successful projects through the base budget.

Applications must include:

- Description of the project.
- Explanation of the need for innovation, the goals of the project, and its expected impact on teaching and learning.

- Detailed time line for completion of the project.
- Plan for assessing the success of the project.
- Detailed budget, with justification for each item. Appropriate expenses may include the cost of instructional materials, travel and tuition for special training, consultants, and faculty moonlighter replacements. This grant, however, is not designed to support faculty stipends where the work to be done is part of the expected duties of every faculty member.

Recipients of Fund for Innovation grants must systematically assess the success of their project and submit a written report at the conclusion of the grant period.

Applications must be submitted via Electronic Portfolio by February 1, 2010, and will be reviewed by the Pedagogical Renewal Committee. Funds will be available beginning July 1, 2010.

**Category 7B. Rosenbaum/Andersen Teaching Award**

Budget = \$10,000

The Rosenbaum/Andersen Teaching Endowment was established by K. Tucker Andersen, '63, in honor of Professor of Mathematics Emeriti Robert A. Rosenbaum. This fund is intended to enhance the importance of teaching at Wesleyan by supporting projects designed to improve the quality of learning for students primarily, during their first two years. These funds can be used in a number of ways at the discretion of the applicants. Possible uses could include workshops for faculty in a particular discipline. Speakers and participants could be drawn from other colleges and universities, secondary schools, and other educational venues. Funds could also be used to assist faculty in integrating new pedagogies into their classes. In this case, the endowment might support the acquisition of teaching materials. This grant, however, does not support faculty stipends where the work to be done is a part of the expected duties of every faculty member.

Applications must be submitted via Electronic Portfolio by February 1, 2010, and will be reviewed by the Pedagogical Renewal Committee. Funds will be available beginning July 1, 2010.

**Category 7C. Halpert Support for Courses on First Amendment Freedoms**

Budget = \$10,000

Leonard S. Halpert, '44, has made a gift towards courses relating to the First Amendment. The central purpose of this gift is to help support Wesleyan's curricular offerings for academic credit in the First Amendment freedoms. An instructor in any department who offers a course on topics related to the First Amendment freedoms may apply for funds to defray expenses associated either with its initial preparation or with continuing expenses for the course, for example, honoraria for outside speakers. The range of appropriate topics is broad, including the origins of the First Amendment or its constitutional interpretation or, more generally, the social, historical, or philosophical issues associated with principles of free expression such as free speech, censorship, church-state relations, and rights of petition and civil disobedience. This grant, however, is not designed to support faculty stipends where the work to be done is part of the expected duties of every faculty member. The range of courses eligible for consideration is quite broad, and courses supported from these funds will be offered by a number of departments over time.

Applications must be submitted via Electronic Portfolio by February 1, 2010, and will be reviewed by the Pedagogical Renewal Committee. Funds will be available beginning July 1, 2010.

## Grants for Emeriti Faculty and Retired Professional Librarians

Budget = \$10,000

Grants in support of scholarship, similar to those provided for current faculty members, are available to emeriti faculty and retired professional librarians. These grants fall under the same four categories described above for current faculty and professional librarians and, except as provided below, the conditions of such grants are the same as for current faculty.

Grants in support of scholarship for emeriti faculty and retired professional librarians are made from a separate fund so that there is no competition with current faculty/librarians for funds. It is likely that demand for grants will exceed available funding; therefore, it is important to make careful and detailed applications, and to make them early.

Please note that accounts for emeriti faculty are supported by the Wasch Center for Retired Faculty. Emeriti faculty should submit all requests through Electronic Portfolio and may contact Ann Gertz, administrative assistant, (e-mail [agertz@wesleyan.edu](mailto:agertz@wesleyan.edu) or ext. 3005) for assistance. Ann also will assist with travel arrangements/reimbursements.

Special conditions for grants for emeriti faculty and professional librarians are:

**Category 1. General Support of Scholarship:** Emeriti faculty and retired professional librarians must apply to receive this annual \$200 grant. Applications should be submitted via Electronic Portfolio and should indicate the general nature of the scholarly activity to be supported by the grant. *Please note, beginning this year, requests must be made by September 30<sup>th</sup> each year for consideration.*

**Category 2. Supplementary Support of Scholarship:** Applications are due September 30, 2009, and should be submitted via Electronic Portfolio. The amount awarded will depend on the number of applicants and the availability of funds, but will not exceed \$600.

**Category 3. Project Grants:** The deadline for applications for the July allocation is May 29, 2009. The deadline for applications for the December allocation is November 30, 2009. Applications should be submitted via Electronic Portfolio.

**Category 4. Participation in Meetings of Learned Societies:** Applications for these grants will be accepted through April 30<sup>th</sup> each year, but funds are likely to run out towards the end of the year. Requests for the following academic year will be accepted beginning May 1<sup>st</sup> each year. Please submit you requests via Electronic Portfolio.

## Summary of Eligibility

### Grants in Support of Scholarship Grants for Pedagogical and Curricular Innovation 2009-2010

Eligibility for grants differs according to the status of faculty and professional librarians as illustrated below:

#### Grants in Support of Scholarship

Status	1. General Support	2. Supplementary Support	3. Project Grants	4. Participate in Meetings
Tenured, tenure-track, adjunct, librarians	\$200	maximum of \$600	maximum of \$2,500 general, \$1,000 collaborative	\$1,100 first, \$800 second
Artists-in-residence	\$200*	not eligible	maximum of \$1,500	not eligible
Emeriti faculty & retired librarians	\$200	maximum of \$600	maximum of \$2,500	\$1,100 first, \$800 second
Full-time, multi-year visitor	\$200	maximum of \$600	not eligible	\$1,100 first, \$800 second
Full-time, one-year visitor	\$200	not eligible	not eligible	not eligible
Part-time visitor (not hired on per course basis)	\$200*	not eligible	not eligible	not eligible
Per course visitor	not eligible	not eligible	not eligible	not eligible

\*pro-rated for part-time appointments

#### Grants for Pedagogical and Curricular Innovation

Status	5. Pedagogical Grants	6. Seed Grants	7A. Fund for Innovation	7B. Rosenbaum/Anderson and 7C. Halpert Awards
Tenured, tenure-track, adjunct, librarians	maximum of \$1,500	maximum of \$10,000	\$25,000 pool available	maximum of \$10,000 each
Artists-in-residence	maximum of \$1,000	not eligible	not eligible	not eligible

# Application Deadlines

## Grants in Support of Scholarship Grants for Pedagogical and Curricular Innovation 2009-2010

All submissions must be submitted through Electronic Portfolio

**Contacts:** Categories 1, 2, and 4: Sarah Northgraves (ext. 2726), Academic Affairs  
Categories 3, 5, 6, and 7: Joy Vodak (ext. 2705), Academic Affairs

### Category 1. General Support of Scholarship:

July 1, 2009                      Soon after the beginning of the fiscal year, funds will be placed in eligible faculty and librarians' research accounts.

**September 30, 2009      NEW deadline for receipt of requests from emeriti faculty and retired librarians.**

### Category 2. Supplementary Support of Scholarship:

October 2, 2009

### Category 3A. Project Grants — General

May 29, 2009                      Faculty submission due in E-Portfolio

June 5, 2009                      Chair endorsement due in E-Portfolio

November 30, 2009              Faculty submission due in E-Portfolio

December 4, 2009                Chair endorsement due in E-Portfolio

### Category 3B. Project Grants — Collaborative:

Ongoing                              As soon as practical, **but no later than April 30, 2010**

### Category 4. Participation in Meetings of Learned Societies:

Ongoing                              As soon as the invitation to participate is received, **but no later than April 30, 2010**

### Category 5. Pedagogical Grants:

May 29, 2009                      Faculty submission due in E-Portfolio

June 5, 2009                      Chair endorsement due in E-Portfolio

November 30, 2009              Faculty submission due in E-Portfolio

December 4, 2009                Chair endorsement due in E-Portfolio

### Category 6. Seed Grants:

February 1, 2010

### Category 7A. Fund for Innovation Grants:

February 1, 2010

### Category 7B. Rosenbaum/Andersen Teaching Award:

February 1, 2010

### Category 7C. Halpert Support for Courses on First Amendment Freedoms:

February 1, 2010