Date: February 4, 2014
To: Faculty, Librarians, and Artists-in-Residence
From: Ruth Striegel Weissman, Provost and Vice President for Academic Affairs
Subject: Grants in Support of Scholarship (GISOS)

I am pleased to announce the funding for GISOS for 2014-15. The categories of funding are:

- General
- Project
- Student-Faculty Research Internships
- Meetings
- Teaching and Pedagogy (Rosenbaum/Andersen)

We have made changes in four of the award categories:

- General support of scholarship has been increased to a maximum of $750;
- Applicants may request up to $5,000 for Project grants;
- Meeting support has been increased to $1500 for the first meeting, $1100 for the second, or a combined amount of $2600 for international travel; and,
- Pedagogical innovation grants may be requested for up to $3,000.

Funds are awarded on a competitive basis to eligible faculty, artists-in-residence, and librarians. A compelling rationale for the maximum amount of project grant or pedagogical innovation projects is requested. Separate applications are required for each category. Funding for retired faculty and retired professional librarians is managed separately. All awards are intended to be expended within the fiscal year, except project grants, which may be requested for a 2-year period. Unspent funds are “swept back” at the end of the fiscal year, unless otherwise noted. Competitive awards are selected by the Academic Deans.

Apply and receive award notifications through your Electronic Portfolio for all categories
To expedite requests and create a systematic archive of awards, all applications must be submitted through your Electronic Portfolio (under Tools & Links—>Faculty Research-GISOS or under Faculty Tools—>Faculty Research-GISOS). Complete instructions for applications, as well as for chair endorsement, can be found on the GISOS home page in your portfolio. A summary of eligibility and deadlines for each category is provided at the end of this document. Joy Vodak (x 2705), jvodak@wesleyan.edu, is available to answer logistical questions about GISOS.

General

Maximum Award = $750

General support for scholarship funds may be used for a wide variety of expenses related to faculty scholarship and teaching, professional development, or conference attendance. Examples include research costs, dues, subscriptions, attendance at a meeting (whether participating or not), printing, etc. Post-award re-budgeting across expense categories is permitted up to 25% of the awarded budget. The application should provide a brief, yet specific description of the purpose of the request;
Chair approval is not required. Funds do not carry forward; they must spent by May 31st or encumbered through an approval process by contacting Joy Vodak (jvodak@wesleyan.edu).

<table>
<thead>
<tr>
<th>Applications due:</th>
<th>April 11, 2014</th>
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<tbody>
<tr>
<td>Funds Available:</td>
<td>July 1, 2014</td>
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</table>

**Project**

Project grants are awarded to support scholarship. Funding may range in size; the upper award amount is intended for a few projects with a high probability of leading to a substantial advance in the applicants research program (e.g., completion of pilot work needed to attract outside funding, a book contract, or similar progress toward an important artistic or scholarly milestone).

Preference will be given to the most promising projects, with particular emphasis on pilot projects that lay the groundwork for proposals to attract outside funding. Faculty members and professional librarians, including those on leave or sabbatical, are eligible to apply. An application should include:

- Description of work to be accomplished;
- Explanation of the work involved in the project and information on how much has already been accomplished and what remains to be done;
- 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) funded; prior funding for the same project reduces the priority for funding in this cycle;
- Specification of Wesleyan and non-Wesleyan financial support received or solicited for this project;
- Detailed budget, with justification of each expense category;
- If requesting support for a scholarly collaboration with faculty at other institutions, please submit relevant information about your collaborators (CVs, etc.).

Project grants do not fund (and re-budgeting after receipt of the award is not permitted for):

- Computing equipment or other capital equipment (exceptions are considered only where the project cannot be conducted without a specialized instrument, e.g., an oral history project requiring a voice recorder);
- Faculty salary;
- Costs of indexing;
- Travel costs for the purpose of delivering a paper at a conference (applications must be made to the meetings category).

All project grants are available for review by department chairs, but Chair approval is no longer required. Reimbursement of project expenses that significantly diverge from the original budget (> 25%) must be approved by the Academic Deans. Funds do not carry forward beyond the approved budget period. An end-of-project report must be submitted at the end of the fiscal year (June 30th) to Joy Vodak (jvodak@wesleyan.edu) to ensure eligibility for future project grants. This report should briefly summarize and, if applicable, include evidence of the accomplishments achieved with the award.

<table>
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<tr>
<th>Applications due:</th>
<th>April 11, 2014 deadline for faculty submission in E-Portfolio</th>
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<tbody>
<tr>
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<td>July 1, 2014</td>
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</tbody>
</table>
Student-faculty research internships are awarded to faculty members for research projects in which students will participate in conducting research. In these internships, students will support the faculty member's research project by collecting data, developing analyses, etc., under faculty supervision; the work should serve as an apprenticeship into the research and methods of the faculty member's project and discipline. Faculty may apply for this grant at the same time as they apply for a project grant; those who already have project grants may also apply for this grant, for the same or a different project.

To qualify as a research internship, the work cannot be clerical: the student should be engaged directly in conducting research, analyzing data, etc., rather than only doing tasks such as making photocopies and filing. Preference will be given to undergraduates for whom this would be the first Wesleyan-sponsored internship. You and your student will each be asked to complete a brief evaluation of the internship experience at its conclusion.

**Student schedule:** The internship must be, at minimum, 100 total work hours, with students working a maximum of ten hours per week during the academic term or 40 hours per week in the summer. When applying, it is important that you check the appropriate box(es) on the application form: early summer (May 19-June 30, 2014; summer (July 1-August 31, 2014); fall semester (September 1-December 31, 2014); and, spring semester (January 1-June 30, 2015) as some award periods cross fiscal years.

**Awards:** These grants will cover only student hours; please use your project grant or other research funding to cover other research expenses. Summer awards may be used as early as May 19, 2014, and all awards must be fully spent by June 30, 2015. Students will be paid on an hourly basis ($10/hour) for actual hours worked. *Highest priority will be given to summer internships. It is permissible to request support for the same student for the entire summer if the project requires this amount of student work.*

**To apply,** submit via your eportfolio:
- Description of the research project;
- Explanation of the work involved in the project and information on how much has already been accomplished and what remains to be done;
- 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 GISOS program, including amount(s) funded;
- Specification of Wesleyan and non-Wesleyan financial support received or solicited for this project;
- The total number of hours of work needed by the student intern;
- Whether the internship will begin in the early summer, summer, fall or spring semester;
- The name of the student intern, if already selected, and whether this student has already participated in a Wesleyan-sponsored internship or research project;
- An internship description, outlining:
  - the nature of the project and the specific tasks to be done;
  - the learning potential for the student;
  - the schedule for giving feedback to the student on the work done;
  - the method of evaluating the student's work.

Internships are awarded on a semester by semester basis: early summer, summer, fall or spring. Applications to continue summer internships through the academic year will require a strong
justification and will be reviewed on a case-by-case basis due to limited funding. Awards do not carry forward from one semester to the next; unspent summer funding will be swept back on September 1, 2014 for reallocation to support fall and spring internships.

<table>
<thead>
<tr>
<th>Applications due:</th>
<th>April 11, 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Funds Available:</td>
<td>July 1, 2014 (funds can be available May 19, 2014, if requested in the grant application)</td>
</tr>
<tr>
<td>Deadline to spend funds:</td>
<td>June 30, 2015</td>
</tr>
</tbody>
</table>

Meetings

Maximum Award = $1,500/$1100 or $2600

This grant is designed to assist in professional development and visibility. Faculty members or professional librarians who present papers, serve as respondents, or organize session at an academic conference are eligible for reimbursement to help defray costs of registration fees, travel, meals, and lodging. For other forms of conference participation that do not conform to these modes of participation (e.g., serving on a board, leading a committee), faculty members or librarians should submit a formal request for review by Academic Affairs. Faculty members who are on sabbatical and/or leave are also eligible. Reimbursement may be received for no more than two conferences in one academic year. The maximum award is $1,500 for one meeting and $1100 for a second meeting. The annual meeting allocations may be combined into one award request of up to $2,600 for meetings outside the contiguous United States. Unspent amounts are swept back and reallocated to support other faculty or librarians’ travel requests.

The application should be submitted as soon as the invitation to participate is received, and include:

- Name of the academic organization sponsoring the conference;
- Dates and location of the conference;
- Manner in which the applicant is participating at the conference;
- Detailed budget of anticipated expenses.

Applications will be received and reviewed on a rolling basis.

Teaching and Pedagogy (Rosenbaum/Andersen)  

Maximum Award = $3,000

The Rosenbaum/Andersen Teaching Endowment was established by K. Tucker Andersen, ’63, in honor of Professor of Mathematics Emeritus Robert A. Rosenbaum. This fund is intended to enhance 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. Possible uses could include workshops for faculty in a particular discipline, integrating new pedagogies into courses, mastering new technologies in order to use them in teaching, designing innovative modes and formats for presenting course materials, acquiring teaching materials, or increasing one’s knowledge of another field or discipline in order to develop new courses.

Applications for teaching and pedagogical grants should include the following:

- Description of the project;
- Design of the new or revised course (if appropriate);
- Explanation of the need for innovation;
- Schedule for completion of the project;
- Detailed budget, with justification for each budget category. Appropriate expenses may include the cost of instructional materials and travel/tuition for special training.

All pedagogical grants require review and approval by the department chair. An end-of-project report must be submitted by June 30th, 2015 to Joy Vodak (jvodak@wesleyan.edu). This report
should briefly summarize and, if applicable, include evidence of the accomplishments achieved with the award.

| Applications due: | April 11, 2014 deadline for faculty submission in E-Portfolio  
April 16, 2014 deadline for chair endorsement in E-Portfolio  
July 1, 2014 |
|------------------|--------------------------------------------------------------|

**Summary of Eligibility**  
**2014-15**

Eligibility for grants differs according to status, as indicated below.  
**Grants in Support of Scholarship**

<table>
<thead>
<tr>
<th>Status</th>
<th>General</th>
<th>Project</th>
<th>Student-Faculty Research Internships</th>
<th>Meetings</th>
<th>Teaching &amp; Pedagogy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tenured, tenure-track, adjunct, librarians</td>
<td>eligible</td>
<td>eligible</td>
<td>eligible</td>
<td>$1,500 first, $1100 second</td>
<td>eligible</td>
</tr>
<tr>
<td>Artists-in-residence</td>
<td>eligible</td>
<td>eligible</td>
<td>eligible</td>
<td>not eligible</td>
<td>eligible</td>
</tr>
<tr>
<td>Full-time, multi-year visitor (contract for three or more years)</td>
<td>eligible</td>
<td>eligible</td>
<td>eligible</td>
<td>$1,500 first, $1100 second</td>
<td>eligible</td>
</tr>
<tr>
<td>Full-time (one or two) year visitor</td>
<td>not eligible</td>
<td>not eligible</td>
<td>not eligible</td>
<td>not eligible</td>
<td>not eligible</td>
</tr>
<tr>
<td>Part-time visitor (not hired on per course basis)</td>
<td>not eligible</td>
<td>not eligible</td>
<td>not eligible</td>
<td>not eligible</td>
<td>not eligible</td>
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<tr>
<td>Per-course visitor</td>
<td>not eligible</td>
<td>not eligible</td>
<td>not eligible</td>
<td>not eligible</td>
<td>not eligible</td>
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</tbody>
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Application Deadlines

Grants in Support of Scholarship
Grants for Pedagogical and Curricular Innovation
2014-15

All applications must be submitted through Electronic Portfolio

Contact: All Categories: Joy Vodak (ext. 2705), Academic Affairs

General:
April 11, 2014 Submission due in E-Portfolio

Project:
April 11, 2014 Submission due in E-Portfolio

Student-Faculty Research Internships:
April 11, 2014 Submission due in E-Portfolio

Meetings:
Ongoing As soon as invitation to participate is received; applications received after February 15, 2015 have reduced chances for funding.

Teaching & Pedagogy (Rosenbaum/Andersen):
April 11, 2014 Submission due in E-Portfolio
April 16, 2014 Chair endorsement due in E-Portfolio