



Date: February 1, 2018
To: Faculty
From: Joyce Jacobsen, Provost and Vice President for Academic Affairs
Subject: **Grants in Support of Scholarship (GISOS)**

I am pleased to announce the funding for GISOS for 2018-19. The categories of funding are:

- General – up to \$750
- Project – up to \$5,000
- Student-Faculty Research Internships – up to \$4,040 summer award; up to \$1,262.50 semester award
- Meetings – up to \$1,500 for the first meeting; \$1,100 for the second; or a combined amount of \$2,600 for international travel
- Teaching and Pedagogy (Rosenbaum/Andersen) – up to \$3,000

Funds are awarded on a competitive basis to eligible faculty. Those eligible include all tenured, tenure-track, and adjunct faculty; professors of the practice; artists in residence; and visiting faculty on a three-year or longer contract. Visiting faculty who are currently on a contract of less than three years are not eligible. A compelling rationale for the maximum amount of a project grant or pedagogical innovation project is needed. Separate applications are required for each category. All awards are intended to be expended within the fiscal year and will expire as of June 30, with the exception of project and pedagogical grants, which may be requested for a two-year period.

Apply and receive award notifications through your WesPortal for all categories.

To expedite requests and create a systematic archive of awards, all applications must be submitted through your WesPortal (under Academics—>Faculty Research-GISOS). The system will provide an email confirmation for a successful submission of an application and it will also send an email message instructing you to check your WesPortal when an action has been taken on an application. Joy Vodak (x 2705/jvodak@wesleyan.edu) is available to answer logistical questions about GISOS.

General

Maximum Award = up to \$750

Applications due: March 30, 2018 Funds Available: July 1, 2018

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. Funds do not carry forward; they must be spent by May

31st or encumbered through an approval process by contacting Joy Vodak (jvodak@wesleyan.edu).

An application should include:

- Description of use
- Amount requested

Project

Maximum Award = up to \$5,000

Applications due: March 30, 2018

Funds Available: July 1, 2018

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 applicant's 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. First consideration will be given to faculty members who do not have other funding sources available to them. All GISOS-eligible faculty members, including those on leave or sabbatical, can 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;
- Relevant information about collaborators (CVs, etc.), if requesting support for a scholarly collaboration with faculty at other institutions.

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; books;
- 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. Project grant funds can carry forward one year beyond the award year. An end-of-project report must be submitted at the end of the fiscal year (June 30, 2019) 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.

Student-Faculty Research Internships

**(Maximum Summer Award: \$4,040)
(Maximum Semester Award: up to \$1,262.50)**

Applications due: March 30, 2018

Funds Available: July 1, 2018 (funds can be available May 14, 2018, if requested in the grant application)

Deadline to spend summer award: August 31, 2018

Deadline to spend fall award: December 31, 2018

Deadline to spend spring award: May 11, 2019

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.

Internships are separate from the work-study program. You may hire any student, whether or not they are eligible for work-study. Because work-study funds are not used to fund this program, the student may use her/his work-study award for other jobs on campus. These internships are intended only for Wesleyan undergraduate students and cannot be used for recent Wesleyan graduates or BA/MA students.

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 14-June 30, 2018); summer (July 1-August 31, 2018); fall semester (September 3-December 31, 2018); and/or, spring semester (January 1-May 11, 2019) 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 14, 2018, and all awards must be fully spent by August 31, 2018 for summer awards, December 31, 2018 for fall semester awards and May 11, 2019 for spring semester awards.

Students will be paid on an hourly basis (\$10.10/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.

Applications should include:

- 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 4, for reallocation to support fall internships and unspent fall funding will be swept back on January 7 to support spring internships.

Meetings

Maximum Award = up to \$1,500/\$1100 or \$2600

Applications will be received and reviewed on a rolling basis. Approval of funding requests will continue until all funds have been expended (typically in January/February). Apply as soon as your participation has been accepted. *Please make sure that you select the appropriate fiscal year related to your travel when entering in a request: FY18 (travel prior to June 30, 2018) or FY19 (travel after July 1, 2018). The system automatically defaults to FY19.*

This grant is designed to assist in professional development and visibility. Faculty members who present papers, serve as respondents, or organize a 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 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 \$1500 for one meeting and \$1100 for a second meeting. The annual meeting allocations may be combined into one award request of up to \$2600 for meetings outside the contiguous United States. It is possible that we may not be able to fund all requests. First consideration will be given to faculty members who do not have other funding sources available to them. Unspent amounts are swept back and reallocated to support other faculty travel requests.

Applications 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.

Teaching and Pedagogy (Andersen/Rosenbaum) Maximum Award = up to \$3,000

Applications due: March 30, 2018 deadline for faculty submission
April 6, 2018 deadline for chair endorsement

Funds Available: July 1, 2018

The Andersen/Rosenbaum 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;
- A plan for the long term teaching of the course (development of a one-time course will not be funded);
- 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. Pedagogical grant funds can carry forward one year beyond the award year. An end-of-project report must be submitted by June 30th, 2019 to Joy Vodak (jvodak@wesleyan.edu). This report should briefly summarize and, if applicable, include evidence of the accomplishments achieved with the award.

Summary of Application Deadlines

General, Project, and Student-Faculty Research Internships: March 30, 2018

Meetings: Ongoing (as soon as invitation to participate is received; applications received after February 15, 2019 have reduced chances for funding)

Teaching & Pedagogy (Andersen/Rosenbaum): March 30, 2018 for application (chair must endorse by April 6, 2018)

All applications must be submitted through WesPortal by the stated due date.

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