# 10-C-02 Faculty development and research

Responsible Division/Office: Office of Academic Affairs Responsible Officer: Provost

Revision History:

# Effective Date: August 2023

Next Review: August 2026

1. Scope. This policy applies to full time tenured and probationary tenure track faculty.
2. Definition. Research professor. Tenured faculty member or probationary tenure track faculty member whose non-externally funded research is deemed meritorious of support by the Provost, after recommendation by the committee established herein. Faculty members on Term, Visiting, or Post-doctoral contracts are not eligible for Research Professorships.
3. Procedures.
	1. Call for proposals: By September 1, the Dean of Graduate Studies shall issue a Call for Proposals for research professorships. Submit intent through Faculty Success Technology Platform (FSTP) by September 8
	2. Application due date: No later than October 15 of the academic year preceding the year in which the research professorship is to be awarded, faculty applications for research professorships shall be submitted through FSTP.
		1. Chair approval by October 19
		2. Dean approval by October 24
	3. Committee:
		1. Applicants shall be screened by a six (6) member committee composed of:
			1. two (2) members of the graduate faculty appointed by the Administration

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* + - 1. three (3) members of the graduate faculty appointed by the President of the Association
			2. the Dean of Graduate Studies, who shall Chair the committee.
		1. The Dean of Graduate Studies and the President of the Association shall alternate in making their respective appointments and, in doing so, shall ensure that all five (5) colleges are represented on the committee.
		2. Committee members shall be selected by October 15.
	1. Recommendation: No later than December 22, the Dean of Graduate Studies shall forward the committee’s recommendation to the Provost.
		1. No fewer than twelve (12) Research Professorships shall be awarded, provided there are sufficient applicants deemed meritorious of support.
		2. The Research Professorship Committee may recommend an award of a minimum of three (3) hours to a maximum of nine (9) hours in whole number increments.
	2. Decision: No later than January 15, the Provost’s decision shall be announced within FSTP and shall be final and binding.
	3. Submission: Within ninety (90) days after completion of the Research Professorship, the faculty member shall submit to the Department Chair for transmittal to the college Dean and Dean of Graduate Studies a report detailing their professional activities during the Research Professorship.
1. The report shall be inserted into the member’s official Personnel File.
2. the faculty members shall provide the Department Chair an abstract of the report for departmental distribution.
	1. If a faculty member fails to submit the required reports, they cannot apply for another research professorship for an additional 2 years and if they have one currently awarded, it can be cancelled.