

SUMMER FACULTY FELLOWSHIPS

Indiana University East

Applications for Summer Faculty Fellowships are due in the Office of Academic Affairs no later than the third Monday in October.

ELIGIBILITY REQUIREMENTS

Applicant must hold a full-time academic position during the following academic year and must not have received an official notice of non-reappointment. Individuals on 12-month appointments may receive fellowships provided they request and are granted a two month leave of absence without salary.

A recipient of the fellowship is expected to make a full-time summer commitment to the project. The recipient will not be permitted to receive any additional compensation from Indiana University during that summer.

ADDITIONAL INFORMATION

- A. Summer Faculty Fellowships may be used to pursue fundamental research, creative activities, applied research, or research into innovative pedagogical methodology provided that the methodology has broad applications and a potential for dissemination. Projects must be consistent with one's research and creative work plan. Summer Faculty Fellowships are not normally awarded for new course development nor for the purpose of the improvement of particular courses.
- B. Given equally meritorious proposals, primary consideration will be given to applicants who have not previously held fellowships or received other comparable professional development support from IU East.
- C. The recipient must submit a written report on the project to the Office of Academic Affairs by November in the year in which the award was received. This report is to include a detailed discussion of the current status of the project and estimated completion date if not already completed. If applicable, any publications, exhibitions, and/or presentations that have been or will be developed must be discussed. A copy of any publication resulting from a Summer Faculty Fellowship should be filed in the Office of Academic Affairs.
- D. The recipient is required to make a public presentation report on the fellowship during the academic year that follows the award. Contact the Office of Academic Affairs to make arrangements for this presentation.
- E. The current stipend for a Summer Faculty Fellowship is \$7,000. A maximum of four awards will be made annually.

SUMMER FACULTY FELLOWSHIP PROPOSAL GUIDELINES

A proposal for a Summer Faculty Fellowship should first be submitted to the dean of the school. The dean signs the coversheet and the completed proposal is forwarded to the Office of Academic Affairs. The Associate Vice Chancellor will then review all proposals and make recommendations to the Executive Vice Chancellor for Academic Affairs.

Each Summer Faculty Fellowship proposal should include two parts:

1. A completed Cover Sheet
2. A detailed Proposal

Content of the Proposal

a. Purpose

This section should describe the purpose of the project for which you are seeking the fellowship. It is helpful to discuss why the project is significant and worthy of support, including a relevant literature review or other background material as appropriate. This section should leave the reader with a clear understanding of the purposes of your project and how it will benefit your continuing research and creative work plans.

b. Statement of Objectives and Activities

This section should clearly state the objective(s), hypotheses or research questions if applicable, and activities of your research and creative work project. Your objective(s) and activities should be directly related to the purpose of your research and creative work project. The applicant is responsible for identifying and obtaining any additional permits or approvals related to this project. If your project involves research with humans and/or animals, contact the Office of Academic Affairs about IRB and/or animal use regulations. Final awarding of a fellowship is contingent upon receiving all appropriate approvals.

c. Expected Outcomes

This section should clearly state the expected outcomes and products from the proposed research and creative work project. Also, if applicable, briefly describe your plans for disseminating the results of your project.

**SUMMER FACULTY FELLOWSHIP APPLICATION
COVER SHEET**

Request for Summer 20_____

Date: _____

Name: _____ School: _____

IRB approval: _____ Yes _____ No _____ Not Applicable
(Attach Approval Letter)

Animal use approval: _____ Yes _____ No _____ Not Applicable
(Attach Approval Letter)

Dates of previous Summer Faculty Fellowship awards in the last 10 years: _____

Dean's Recommendation: _____ Approved _____ Disapproved _____ Date

Reason/Comments:

Dean's Signature: _____

Associate Vice Chancellor: _____ Approved _____ Disapproved _____ Date

Reason/Comments:

Signature: _____

Executive VCAA: _____ Approved _____ Disapproved _____ Date

Reason/Comments:

Signature: _____