***CALL FOR APPLICATIONS FOR REASSIGNED TIME FOR RESEARCH***

***FALL 2020 AND SPRING 2021***

Criteria and Procedures

1. As specified in the *Collective Bargaining* Agreement (CBA Article 10.6.4), all full-time Eastern faculty are eligible to apply for up to six FLC’s of reassigned time for research for Fall 2020 and/or Spring 2021in order to pursue a significant research or creative project which may result in publication in refereed journals, monographs, books, chapters in books, refereed proceedings, publications in professional journals, refereed presentations, creative products, or collaborative research.
2. Faculty must request reassigned time for research by using the application form attached to this call for applications and available at the Academic Affairs web page (<http://www.easternct.edu/academic-affairs/>). Please note that models of successful past applications are also available on this website. The application should be accompanied by a current vitae that includes previous research awards, publications, exhibits, compositions, data collection, and other types of scholarly work.
3. The application must include a narrative (no more than five double-spaced pages) that provides the following information, which will be used by the committee to evaluate submissions:

a. Project Objective: A clear statement of the research question or premise of the creative work as well as the methodology used to complete the project

b. Project Significance: A clear statement of how the project will contribute to the applicant’s academic field, to Eastern, and/or to some other community group

c. Project Feasibility: A clear statement demonstrating that the applicant possesses the resources (knowledge, skills, facilities, etc.) to complete the project successfully. This should include evidence of previous research or creative work, where appropriate, and documentation that resources required to complete the proposed project successfully are available to the applicant.

d. Expected Outcomes: A clear description of the activities that will be completed with the reassigned time as well as the expected outcome of the project (publication, performance, exhibition, literature review, data collection, data analysis, etc.)

1. The application and supporting materials must be submitted using the following link: <https://34.selectsurvey.net/easternct/TakeSurvey.aspx?SurveyID=n6LH5p93> *by midnight on* *Friday, January 31, 2020*. Late or incomplete applications, or applications that do not follow the guidelines specified above, will not be considered.
2. The Research Reassigned Time Committee representing both the School of Education and Professional Studies and the School of Arts and Sciences will evaluate and rank applications in one group and make recommendations to the Vice President of Academic Affairs. Division of the faculty load credits available for research by school will be left to the Vice President of Academic Affairs and the Deans of the School of Arts and Sciences and the School of Education and Professional Studies. The committee may make recommendations regarding the division of these FLC’s. The ranking of each application will be revealed to the respective applicant once the distribution of reassigned time for research has been determined.
3. Each recipient of Research Reassigned Time shall submit a written report that explains the experiences and accomplishments that were attained in pursuit of the objectives established in his/her original proposal to the Vice President for Academic Affairs and his/her respective Dean.  Reports are due to the Office of the Vice President for Academic Affairs and the Dean’s Office no later than 5pm on the last day of instruction in the semester following the allocation of Research Reassigned Time. A copy of the written report will be forwarded by the Vice President for Academic Affairs to the University Archives for permanent storage, and these reports will be available to the public. Reports may be considered by the Research Reassigned Time Committee when a past Research Reassigned Time recipient applies for future Research Reassigned Time. Failure to complete a report may adversely affect a candidate's application for future Research Reassigned Time.
4. For more information or if you have questions, please contact Dr. Brett Mattingly at mattinglyw@easternct.edu or Dr. Tanya Moorehead at mooreheadt@easternct.edu (Co-chairs, Research Reassigned Time Committee).

**EASTERN CONNECTICUT STATE UNIVERSITY**

**FALL 2020/SPRING 2021**

**APPLICATION FOR REASSIGNED TIME FOR RESEARCH**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Rank: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title of Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Indicate the number and distribution of credits requested for reassigned time for research. Reassigned time may be up to six (6) faculty load credits in one semester.

Semester: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Year: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Credit Hours: \_\_\_\_\_\_\_\_\_\_\_\_\_

Semester: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Year: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Credit Hours: \_\_\_\_\_\_\_\_\_\_\_\_\_

Have you received reassigned time for research in Fall 2013 or after? Yes \_\_\_\_\_\_\_ No \_\_\_\_\_\_\_

If yes, you must include a copy of any final reports from the reassigned time as an appendix to this application.

Is the current project directly related to your previous work during reassigned time for research, sabbatical leave, or other paid leave? If yes, please elaborate.

Do you expect any external support or resources for this project? If yes, please elaborate

Submit the following (please submit as a single electronic document):

1. Completed application form
2. Narrative that provides the following (no more than five double- spaced pages)

a. Project Objective: A clear statement of the research question or premise of the creative work as well as the methodology used to complete the project

b. Project Significance: A clear statement of how the project will contribute to the applicant’s academic field, to Eastern, and/or to some other community group

c. Project Feasibility: A clear statement demonstrating that the applicant possesses the resources (knowledge, skills, facilities, etc.) to complete the project successfully. This should include evidence of previous research or creative work, where appropriate, and documentation that resources required to complete the proposed project successfully are available to the applicant.

d. Expected Outcomes: A clear description of the activities that will be completed with the reassigned time as well as the expected outcome of the project (publication, performance, exhibition, literature review, data collection, data analysis, etc.)

1. Final reports from any research reassigned time received Fall 2013 or later (if applicable)
2. Curriculum vitae (3 page maximum)

If granted reassigned time, I agree to allow my proposal to be viewed as a model by future applicants:

Yes \_\_\_\_\_\_\_\_ No \_\_\_\_\_\_\_\_

**APPLICATION FOR REASSIGNED TIME FOR RESEARCH, 2020-2021**

**RUBRIC**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Above Average (3)** | **Average (2)** | **Below Average (1)**  |
| **Project Objectives** | Project objectives are clearly stated. The premise of the creative work or research question is carefully formulated. The methodology included is specific and appropriate. | Project objectives are only nominally stated. The premise of the project implies or indirectly relates to the objectives. The methodology is not fully explained or lacks clarity. | Objectives are not noted. The creative work or research project has not been clearly explained. The methodology does not appear relevant.  |
| **Significance** | The proposal clearly places the project within the context of the applicant’s field and describes the project’s contributions to the discipline, to Eastern, to students and/or to the community at large.  | The proposal does not clearly place the project within the context of the applicant's field, the project’s contribution to existing knowledge, to Eastern, to students and/or the community seems limited. | The proposal lacks relevancy to the applicant’s field and does not show how it contributes to Eastern and/or the community. |
| **Feasibility** | The proposal clearly demonstrates that the applicant has the resources (knowledge, skills, and facilities) to complete the project successfully and the experience to do it within the stated timeline.  | The proposal lacks a clear description but notes the resources needed. The timeline is included but it is not clear that it is realistic. | The discussion of resources is vague / incomplete. The timeline is unrealistic.  |
| **Expected Outcome** | The specific activities and expected outcomes are clear, realistic, and compelling. | The specific activities and expected outcomes are stated. | There is no clearly stated outcome of clear description of the activities.   |