College of Science, Engineering and Technology
Reassigned Time Opportunities
Request for Proposals: AY 19-20 (Fall and Spring)

The College of Science, Engineering and Technology invites its full time faculty to submit proposals for reassigned time. The most critical eligibility criterion for applying is that the applicant is a returning faculty member in AY 2020-2021, though faculty members returning from sabbatical leave AY 18-19 or intending sabbatical leave in AY 20-21 are eligible to apply. Many projects are eligible for reassigned time, though typically reassignment requests fall into the following three categories:

1. **Research Enhancement:** Research release time is intended to encourage, support and augment CSET faculty research activities that lead to a presentation(s) at a national/international conference and/or a peer reviewed publication(s).
   Method of Reporting: Faculty receiving reassigned time must submit a short report and/or give a presentation on the resulting work at a department/college/university colloquium.

2. **Grant Development:** Grant development reassignment is intended to provide faculty the opportunity to work in a focused manner to develop a grant proposal for a project that provides funds to significantly further the college's teaching and/or research mission.
   Method of Reporting: The new grant submission must be accomplished within a year subsequent to reassignment and can serve as the report on the reassignment.

3. **Innovation:** Reassignment in this category is intended to encourage progress toward the 4 strategic goals of the college. Faculty members are encouraged to develop innovative projects that <u>increase the STEM pipeline, promote collaboration, establish engaged teaching methods, and encourage mentorship</u>. Specifically, reassignment projects might include, but are not limited to, activities that:
   a. Lead to curriculum and pedagogical innovations, including inquiry and project based teaching and learning.
   b. Develop or modify outreach programs, including outreach with K-12, community colleges and the community to increase the STEM pipeline.
   c. Establish partnerships with industry to connect our students and faculty with projects that serve the workforce needs of the region.
   d. Create formal, sustainable vertically integrated support networks and training (e.g. programs that establish mentorship from seniors to sophomores, faculty to graduate students to undergraduates, industry professionals to students, alumni to students, etc.).
   Method of Reporting: The project outcomes, deliverables and method of reporting must be clearly defined in the application.

Submission Procedure: Interested faculty should submit an <u>application cover sheet</u> (available at the CSET website) with appropriate signatures, a single-spaced <u>narrative</u> not to exceed 2 pages (with no less than 11 font size) and an updated <u>CV</u> to the CSET Dean's office addressing the following:

- Name of the applicant (s) and department.
- Description of the project idea
- A description of the project groundwork already completed.
- Anticipated outcomes and the project's impact on research, teaching/learning, and/or outreach activities

Evaluation criteria: Faculty members seeking release time under this program must either demonstrate that they have a successful ongoing track record in related to the proposed project or they have a well thought out plan to initiate a sustainable agenda in that area. Projects involving **collaboration** within the college, with other academic units or universities, or with industry may be given priority, as will those involving undergraduate and/or graduate students.

Due date: **All** proposals are due to the Office of CSET Dean **by 4:00 pm Friday, December 7, 2018.**

Proposal submission: The proposal should be submitted as an <u>attachment via email</u> to deborah.spreng@mnsu.edu by the due date and time. The cover sheet can be submitted separately in hard copy, which requires signature by the applicant(s) and appropriate department chair(s).

Award announcement: Final award decisions are expected to be made by the end of January 2018

Selection process: The selection for reassigned time is at the discretion of the dean and subject to changes should budgetary, staffing, or other events necessitate the need to do so. Normally, faculty receiving overload during the academic year will not be eligible to receive reassigned time through this process.

Report/Outcome: During the year subsequent to the reassignment, a faculty member must report on the outcomes of the activities as proposed in the submission. Failure to report may result in the denial of future reassignment applications.

Additional information: Questions about the grant programs can be directed to Dean Martensen.