

**WeR1: Investing in Faculty Success  
Faculty Scholarship Time (FaST) – Fall 2023**

**BACKGROUND:** The Office of the Vice President for Research (OVPR), in collaboration with Academic Affairs and ADVANCE at UNM, has launched an institutional initiative to support main campus faculty in navigating the post-pandemic world. [UNM data](#) show that during the pandemic, many faculty members spent less time on research and scholarship and related professional development as they revised their teaching, supported their students, and dealt with new and different demands in their home lives. As we transition out of the pandemic, the WeR1 Faculty Success Program seeks to support UNM faculty in new and creative ways. This RFP is the second in a series of initiatives to invest in faculty success with a focus on enhancing research and scholarship activities.

**DESCRIPTION:** The goal of this program is to provide faculty with a reduced teaching load during one semester to focus on the research, scholarship, and creative work interrupted by the pandemic. Ideally, this assistance will help faculty avoid delays in applying for tenure and promotion. This program provides funding for faculty to receive either a one-semester, one-course reduction in their teaching load *or* support for a graduate project assistant (PA) to assist with course-related duties (grading, office hours, preparation of course materials, etc.). Faculty are expected to continue their service assignments during the semester in which they receive a teaching release. Main campus, tenured and tenure-track faculty in all disciplines are eligible to apply. Faculty are only eligible for one award through FaST.

Preference will be given to

- Non-tenured, tenure-track faculty, especially those who are close to major T&P milestones
- Faculty significantly impacted by the pandemic, including faculty whose research semesters or sabbaticals occurred during the pandemic
- Faculty with significant teaching loads (e.g., high enrollment lab sections, number of assigned three 3-credit hour courses/semester, etc.)

**ELIGIBILITY:** UNM Main Campus tenure-track and tenured faculty in all disciplines are eligible to apply for this program. Department Chairs and Deans must approve requests and will be consulted if multiple faculty members are selected from their department. Faculty who request teaching replacement cost will be automatically considered for the graduate PA teaching support component if departmental teaching needs require. Faculty receiving course release or teaching assistance cannot be recipients of other research leaves during the same academic year unless prior approval is received by their department chair. Faculty who have previously received a FaST award are not eligible to apply. Eligible faculty must have submitted all reports and requirements from previous OVPR awards.

**ALLOWABLE COSTS:** This program provides a maximum award of **\$5,300**, to be transferred directly to the faculty member's department for disbursement. Faculty may request either (1) Teaching Replacement Cost: up to \$5,300 to pay a part-time instructor to cover the course being released; *or* (2) Teaching Support: up to \$4,666 (up to \$3,200 for PA stipend + \$1,466 for health insurance) to support a graduate student project assistant for 10 hours/week (@\$20/hr for 16 weeks) to assist with one course. Faculty do not need to specify the dollar amount requested, just the mechanism of support. No other costs are allowed.

**APPLICATION MATERIALS:** The following application materials must be submitted through the InfoReady Review portal.

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| <ul style="list-style-type: none"> <li>• <b>Email address</b></li> <li>• <b>Name</b></li> <li>• <b>Rank/Title</b></li> <li>• <b>UNM Start Date</b></li> <li>• <b>Department</b></li> <li>• <b>College/School</b></li> </ul> | <ul style="list-style-type: none"> <li>• <b>Dates of previous and/or planned research semesters or sabbaticals</b></li> <li>• <b>Anticipated or actual mid-probationary or tenure date</b></li> <li>• <b>Previous FaST application and/or summer support information</b></li> <li>• <b>Project Title</b></li> </ul> |
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- **Brief Project Description (1-page maximum):** A concise description of the research project that does not use overly specialized language or jargon, along with the progress that this support will facilitate and anticipated concrete outcomes (e.g., book, grant proposals, etc.). Include the availability of other funding if the project will incur costs, how this support (course release or teaching assistance) will contribute to the PI's career trajectory/tenure timeline, and a statement briefly describing how scholarly and creative work has been impacted by the pandemic.
- **Teaching Impact (0.5 page maximum):** Include the number and name of the course to be covered, the average enrollment, and a brief description of your standard teaching load and how it has changed during and after the pandemic. If you are requesting graduate project assistant (PA) support, provide a brief description of the duties the graduate project assistant will handle.
- **Note:** Your application will be routed in the InfoReady Review system to your department chair and dean for approval. Your department chair will be asked to submit a brief statement describing impact on department and how the course release will be managed within the department (e.g., hiring a temporary instructor; delaying course offering, etc.). We encourage all applicants to discuss their request with their department chair prior to submission.

**DEADLINES:** The application deadline for Fall 2023 teaching assistance is **11:59pm December 16, 2022.**

**SUBMISSION PROCESS:** Use the following link to access the InfoReady Review submission portal: <https://unm.infoready4.com>. You will use your UNM Net ID and password to log in. Your application will be routed electronically to your Department Chair/Dean for approval after you enter their email and submit the application. Applications can be submitted November 16-December 16. **All applications must be submitted through this portal no later than 11:59 pm on December 16, 2022.** No late applications will be accepted. Assistance with the InfoReady portal is available from the Faculty Research Development Office (frdo@unm.edu).

#### **REVIEW CRITERIA, AWARD PROCESS, and REPORTING REQUIREMENTS:**

- Applications will be reviewed by the WeR1 Investing in Faculty Success steering committee, which includes representation from the ADVANCE program, the Provost's office and the OVPR. Additional faculty-based subject matter expertise will also be sought. The committee may also consult with Department Chairs and Deans in prioritizing applications. Recommendations will be made to the VPR, who will make the final selection.
- Primary review criteria will be:
  - Viability of research/scholarship/creative work plan (i.e. is it appropriate for the time created by the course release or project assistant's time?), including identification of concrete outcomes (e.g. completion of a book; submission of grant proposal; etc.).
  - Potential for impact on the trajectory of research progress/productivity and progress toward promotion/tenure
  - Evidence of need resulting from pandemic-related interruption of scholarly work
  - Career stage of faculty member (i.e. rank, tenure status)
- Fall 2023 award recipients must submit a brief report summarizing the impact of the award on their research or scholarship by **March 1, 2024**. The report should be a maximum of 1 page and will be submitted electronically in the InfoReady portal. The course release or graduate student assistance must be used during the semester for which it is requested. In addition, the awardee must respond to any request for information from OVPR, ADVANCE at UNM, or UNM Marketing and Communications related to this award.
- All publications and other printed materials benefiting from this award, including websites, should acknowledge the funding source as "This work was conducted with support from the University of New Mexico Office of the Vice President for Research WeR1 Faculty Success Program."

**Questions regarding this RFP can be directed to FRDO by emailing [frdo@unm.edu](mailto:frdo@unm.edu). Questions regarding award funding can be directed to Greg Trejo by emailing: [vpr@unm.edu](mailto:vpr@unm.edu).**