

2007-2008
CSUN Probationary Faculty Support Program
Request for Proposals (RFP)

Academic Affairs requests applications for the Probationary Faculty Support Program. This program provides funding for **3 units of reassigned time** for Spring 2008. The release time might be taken in Fall 2008 contingent on departmental approval. The program is designed to assist probationary faculty in meeting the qualifications for retention, tenure or promotion.

The proposed activity should meet one of the following objectives:

- To complete publication of research already underway;
- To initiate research and publication projects, including pedagogical research;
- To prepare courses needed in the applicant's teaching specialization, making the applicant more valuable to his or her department; or
- To aid the applicant in completion of a terminal degree.

Proposal procedures:

Proposals will be evaluated by a committee of faculty. In the interest of paper conservation, double-sided copies are accepted, but shall not exceed the required page limitations. Proposals must adhere to the format described below.

Narrative with curriculum vita:

The project **narrative shall not exceed five double-spaced pages, 12-point type.**
The **curriculum vita shall not exceed two pages.**

The narrative shall include the following:

- a) Title and Introduction: Identify the problem and need for the project. The title should connote the essence of the proposal.
- b) Purpose of the Project: Identify the expected outcome(s) of the project.
- c) Methodology – Describe the research design, or creative approach/activity to be used. Include evaluation criteria.
- d) Timeline – List major activities and approximate number of weeks needed for each activity.
- e) Significance – Identify the potential, practical, theoretical, or creative value of the project.
- f) Impact on Instruction – Describe potential benefits to teaching and learning of CSUN students.
- g) Dissemination – Describe plans for publishing, exhibiting or otherwise disseminating the results of the project.
- h) Bibliographic references – List only those references cited in the proposal.

Proposal Evaluation:

Committee members rank proposals on a point system. Proposals will be evaluated according to the following criteria:

- a) **Significance and Broader Implications:** Will the project make a significant contribution to the field of study, to the classroom and/or the faculty member's success?
- b) **Prospects for Success:** Are sufficient resources available? Is the timeline realistic? Does the project contain adequate dissemination or exhibition plans? Is the methodology appropriate to achieve the expected outcome(s)? Does the curriculum vita provide evidence of the applicant's ability to conduct the project? If the applicant has received previous support from the Probationary Faculty Support Program, has he or she utilized the award effectively and completed the requisite report(s)?
- c) **Presentation:** Is the project, problem or subject clearly presented? Are the outcomes clear?

Number of Awards:

A total of 16 awards (3 units of reassigned time) are available.

Submit to:

Prof. Kiren Dosanjh Zucker, Director, Faculty Development (mail code 8370), SH 437. **Please note that submissions must be sent or hand-delivered to the Faculty Development Office.**

Questions:

Any questions should be directed to Kiren Dosanjh Zucker, ext 6536.

The Deadline for Submissions is: Monday, October 29, 2007 at 4 p.m. in Sierra Hall 437