

# Andrew W. Mellon Foundation Faculty Development Program Criteria and Approval Processes and Application Deadlines For Funding from Summer 2013 to Spring 2014

## Senior Fellowship Program

The Mellon Senior Fellowship Program extends the sabbatical leave of an associate professor or professor to one year at full salary and provides a research stipend of \$10,000. The associate professor must have **completed** a post-tenure sabbatical leave before becoming eligible for funding from this program. Only one fellowship will be awarded per year, until funds from our current Mellon Faculty Development grant are depleted.

Faculty members wishing to participate in this internal competition for funds must submit a sabbatical leave application by the posted fall semester deadline (see below). The application will serve as a pre-proposal, which will be reviewed by the Faculty Council. The Council will screen the pre-proposals and select candidates who will be considered for a second round of review. To complete the application for a fellowship, the candidate must submit a short document (five or fewer pages) addressing the following points:

- Would additional funding from the Senior Fellowship Program help the candidate re-establish a scholarly trajectory that may have been interrupted or detoured on account of extensive College service?
- How will additional funding from the Senior Fellowship Program help the candidate make significant progress on an ongoing or new project?
- What specific outcomes does the candidate expect as a direct result of extension of the sabbatical leave to a full year?

The additional document must be submitted electronically to the Associate Dean by a deadline to be announced annually (see below). The Faculty Council reviews full applications and makes a recommendation for funding to the Dean of the College. Candidates will be notified of award decisions by the Dean of the College in a timely fashion (see below).

Deadlines for 2012-13:

Sabbatical leave applications: November 2, 2012

Additional documentation: December 15, 2012

Award notification: January 2012

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## Collaborative Teaching Program

### 1. Approval Process

Seminar proposals will be evaluated and approved by the Faculty Council. Those Council members who wish to participate in a proposed seminar must recuse themselves from all deliberations and voting.

### 2. Number of Courses Taught Each Year

Grant funds will cover one or two courses each academic year. The funds are designed for

implementation (to replace one or both faculty in their regular teaching rotation) rather than for course design. Our annual budget of \$20,000 can fund up to two collaborative teaching proposals a year.

### **3. Participation**

Participation will be limited to tenured faculty in the humanities and the humanistic social sciences. Courses may be co-taught by either two or three faculty members.

### **4. Range of Topics**

Preference will be given to courses that support interests shared by clusters of faculty and address strategic interests of the College. Proposals should show as clearly as possible how participating individuals with different types of expertise (defined topically and/or methodologically) will contribute to a course that displays intellectual breadth. As long as intellectual breadth is compellingly presented, proposals involving faculty mainly (or even exclusively) from one department or program will not be penalized when weighed against proposals that draw faculty from a variety of departments and programs.

### **5. Sustainability**

Collaborative courses are not presumed to be permanent parts of the curriculum; at the same time, we hope that some of them are so successful that all parties will want to be able to repeat them. Should that be the case here, please indicate how you might be able to do so in the future without the support of extra Mellon funding.

### **6. Application process**

Collaborative Teaching Proposals for the subsequent academic year are due by December 1 to the Associate Dean's Office. Applications should include curriculum vitae of participants, a tentative course syllabus, including proposed level, a rationale for the course both for participating faculty and Lewis & Clark students, and a sustainability proposal, as described above. Applications should be co-signed by department chairs, indicating that they are aware of the proposal, and prepared to help facilitate it.

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## **Faculty Development Seminar Series**

### **1. Approval Process**

Seminar proposals will be evaluated and approved by the Faculty Council. Those council members who wish to participate in a proposed seminar must excuse themselves from all deliberations and voting.

### **2. Participation**

Preference will be given to tenured, mid-career faculty in the humanities and the humanistic social sciences. A seminar may include junior members of the faculty if their participation will add needed perspective to the seminar and enhance its outcomes. The same holds true for tenured or tenure-track Math and Natural Sciences faculty, although all seminars, no matter the disciplinary backgrounds of their participants, must be humanistic in methodology and theme.

### **3. Range of Topics**

Preference will be given to projects that support interests shared by clusters of faculty and address

strategic interests of the College. Proposals should show as clearly as possible how participating individuals with different types of expertise (defined topically and/or methodologically) will contribute to a seminar that displays intellectual breadth. As long as intellectual breadth is compellingly presented, proposals involving members mainly (or even exclusively) from one department or program will not be penalized when weighed against proposals that draw participants from a variety of departments and programs.

#### **4. Budget**

The Faculty Council prefers to award funds each year for one seminar with six participants. Total annual funding for the faculty seminar program is \$30,000, which covers faculty stipends of \$5,000 per person. If a seminar exceeds six participants, each participant will receive a correspondingly smaller stipend. Any seminar expenses must be covered from allocated stipends.

#### **5. Timing**

Seminars may be convened either during the academic year or during the summer recess. All seminars, regardless of their timing, must have a clearly delineated plan to share the group's efforts with the wider Lewis & Clark community. If the Seminar group proposes to bring a Visiting Scholar to campus as part of the overall plan, the academic year is obviously to be preferred.

#### **6. Outcomes**

Proposed outcomes can take different forms, including development of a new course, creating a series of lectures/panels for the wider Lewis and Clark community, contributing to existing interdisciplinary institutes/societies, and the formation of new scholarly organizations on campus.

A proposal for a given seminar should distinguish between short- and long-term outcomes and address the possible resource implications of implementing them. Faculty submitting applications should also note if and how proposed seminars will lead to scholarly publications (written either collectively or individually). If the Seminar group proposes to bring a Visiting Scholar to campus as part of the overall plan, proposed outcomes should reflect that possibility as well.

#### **7. Application process**

Application packets should include a description of the questions to be addressed, a proposed calendar for the seminar with topics to be considered, participant responsibilities, the name of a principal contact person, c.v.s of those involved, and the intended outcomes as described above. These materials should be submitted to the Associate Dean's Office by January 15 of each year.

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## **Faculty Development Research Stipends**

Our Mellon grant includes significant supplements to our research funds for mid-career faculty in the humanities and humanistic social sciences. We have been granted \$25,000 a year for each year of the grant and plan to make six or more awards annually for a maximum of \$3500 each. For purposes of these funds, we define eligibility by method rather than department, and include creative artists in this category. Using guidance from the American Council of Learned Societies, whose mission is to advance the humanities, we invite applications for projects whose method is interpretive and qualitative, rather than quantitative. Proposals in the social science fields are eligible only if they employ predominantly humanistic approaches (law and literature, political philosophy, cultural anthropology.)

Research funds can be used to hire research assistants, purchase equipment and/or travel to archives or to do field work.

Here are some guiding assumptions.

1. These funds cannot be used to support conference travel unless a compelling case can be made that the “conference” is in fact a unique, research-fueling workshop.
2. Applicants who plan to travel to use archives will be asked to first exhaust materials available digitally. We will not support applications to use materials elsewhere which are available in other formats locally.
3. “Mid-career faculty” is defined as colleagues who have returned from their post-tenure sabbatical and beyond. Associate and full professors may apply for Mellon research funding.
4. Funds will be allocated to complement, but not duplicate, other external funding. Such funding (or application for such funding) must be declared on the application form, and may impact the internal funds awarded. (We do encourage colleagues to seek outside funding—likely to be more lucrative than our modest grants.)
5. Applications should come in on the Mellon research form (with attachments) for up to a maximum of \$3500, with the same materials included. An application should consist of a detailed budget, a specified time when any travel would take place, a description of the sources to be used, and an indication of the intended product as proposed in the Research Grants guidelines. The larger the sum requested, the greater burden carried by the quality of the application.
6. In subsequent years, preference will be given to those who have not had Mellon-funded research grants before. Mellon-funded research grants are defined as research grants that extend beyond the cap established for institution-granted research grants. (In 2012-13, that figure is \$750.) Colleagues are therefore advised to consider their timing carefully to ensure that they mount a campaign for a Mellon upgrade when they can make the best use of that funding.
7. Funds will be distributed by the Associate Dean in the same manner that research and travel grants are awarded. If s/he needs guidance, further vetting procedures will be instituted in consultation with the Faculty Council, distributed to the faculty and noted on the Associate Dean’s web page.
8. Application for Mellon Research Funds are due starting February 1, 2013 and accepted on a rolling basis thereafter. Given that faculty have the greatest discretionary time over the summer, *we will not reserve Mellon funds for fall applications.* (Of course, if they are still available, faculty members may apply later.) If you plan a Mellon-funded research project to take place at any time during 2011-12, you are advised to apply as early as possible. See application form following.

ANDREW W. MELLON FOUNDATION GRANT IN THE HUMANITIES AND HUMANISTIC SOCIAL  
SCIENCES FOR MID-CAREER FACULTY, RESEARCH STIPEND APPLICATION

LEWIS & CLARK COLLEGE

NAME

DEPARTMENT

DATE OF REQUEST

AMOUNT REQUESTED (\$3500 MAX)

TITLE AND OBJECTIVE OF PROJECT: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

IMPORTANCE OF THIS PROJECT & ITS RELATION TO THE GENERAL FIELD: \_\_\_\_\_

\_\_\_\_\_

TIMELINE FOR USING GRANT FUNDS: \_\_\_\_\_

WILL THE AMOUNT OF THIS GRANT COMPLETE THE PROJECT? \_\_\_\_\_

(IF NOT, OR IF DOUBTFUL, GIVE PARTICULARS)

\_\_\_\_\_

HOW WILL THE RESULTS OF YOUR RESEARCH BE MADE AVAILABLE? \_\_\_\_\_

COOPERATION, IF ANY: \_\_\_\_\_

OTHER FUNDING? \_\_\_\_\_

## BUDGET

\_\_\_\_\_ EQUIPMENT (ITEMIZE)

\_\_\_\_\_

\_\_\_\_\_ EXPENDABLE MATERIALS

\_\_\_\_\_

\_\_\_\_\_ TRAVEL

\_\_\_\_\_ PERSONAL SERVICES (RESEARCH, SECRETARIAL, ETC.) **DO NOT PAY OUTSIDE CONTRACTORS OR STUDENT ASSISTANTS FROM YOUR OWN FUNDS.**

\_\_\_\_\_ MISCELLANEOUS (DESCRIBE) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ **TOTAL** \_\_\_\_\_ **SIGNATURE**

APPROVED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

ASSOCIATE DEAN