

## **Tips for applying for the RSCA Reassigned Time Program 2019**

### **College of Health and Human Sciences**

#### **Summary of your RSCA agenda**

Your RSCA agenda includes the long-term aim(s) of your RSCA work, and your plans for accomplishing related objectives. Your RSCA agenda should include a clear statement that captures the “big picture” of your RSCA agenda. The subsequent specific goals or objectives you propose should fit within that framework, and support you in developing and furthering your RSCA agenda. A successful proposal will make a clear and compelling case for your RSCA work, and how you will spend your time in advancing that work.

The Center for Applied Research in Human Services (CARHS) has some useful links related to communicating your research agenda:

<http://www.sjsu.edu/carhs/resources/index.html>

You may also find samples of research agenda statements from past RSCA-related applications [https://drive.google.com/file/d/1MHiK3hFC7\\_FIKVKI1tnmwNBGtzfbjYsP/view?usp=sharing](https://drive.google.com/file/d/1MHiK3hFC7_FIKVKI1tnmwNBGtzfbjYsP/view?usp=sharing)

#### **Describing contribution to your discipline**

Be sure to describe succinctly and clearly how your RSCA agenda contributes your field or discipline. Use language that would allow reviewers from other disciplines to understand the unique contribution of your agenda and the impact of the accomplishments you propose in the application timeframe.

#### **Rationale for your agenda**

The section of the application related to your RSCA agenda should include a rationale for how the work you propose to complete through the RSCA Reassigned Time Program will advance your RSCA trajectory. If you are in the process of developing a new RSCA area, or if you are reinvigorating a prior RSCA area, please explain this briefly and include whether and how you have established a foundation for successful implementation of RSCA work in this area. This section allows you to briefly explain how your proposal fits in your past work and/or how it will contribute to your long term RSCA goals.

#### **Describing your intended RSCA accomplishments/outcomes**

“RSCA” is a general term that refers to faculty research, scholarship, and creative activity. The kind of projects that are considered “RSCA” varies by discipline, and across the different departments in the College of Health and Human Services. RSCA work leads to accomplishments, such as publication of peer-reviewed journal articles or refereed conference presentations or creative products such as a comprehensive media product or campaign.

Please refer to the College RSCA metric for a more comprehensive list of potential accomplishments typically resulting from the work of our faculty and make sure to identify accomplishments that align with the RSCA metric when you describe your outcomes. Make sure that your anticipated outcomes align with your RSCA agenda and goals. Be specific about the number and type of RSCA products you anticipate.

See current RSCA metric on the College web site: <http://www.sjsu.edu/chhs/forfaculty/>

You may elect to also briefly describe other outcomes or impacts of your agenda that may not be explicitly listed in the RSCA metric. For example, your agenda may advance your work as a teacher-scholar, involve students, build collaborative partnerships with community, or in other ways connect to other College and University goals that warrant acknowledgement.

### **Submitting your CV**

All applicants will be required to submit a CV along with the application. Please make sure that your CV is up to date. If you have not done so already, it is extremely helpful to create separate categories in your CV for peer-reviewed and non-peer reviewed accomplishments (e.g., sub-headings for peer-reviewed journal publications and refereed conference presentation that are easy to distinguish from similar RSCA-related accomplishments that were not peer-reviewed).

### **Tips for Tenured Faculty Applications**

The RSCA Reassigned Time Program will be phased in over several years. and although only a small percentage of tenured faculty will be awarded Reassigned Time beginning in the 2019/2020 academic year, there will be other opportunities to apply for RSCA reassigned time starting in future years. (Please refer to other documents on the College of Health and Human Services web page for FAQ's about the program as a whole). Application to the program is optional and faculty decisions about if and when to apply will be up to individual faculty.

The application for tenured faculty includes a table for documenting your RSCA accomplishments, using the College metric categories, for the prior three calendar years. You will also provide a written summary of your recent accomplishments that will allow the reviewers to understand your work in the context of your ongoing RSCA work and its impact. You may also elect to summarize earlier and pending RSCA outcomes in your brief narrative. The summary of the 3-calendar year RSCA activities will be used, along with your written statement and CV, in evaluating evidence of RSCA activity.

Please include only accomplishments that pertain to the RSCA metric in the indicated time frame. Do not include duplicate accomplishments in more than one section and be sure to appropriately classify peer-reviewed and non-peer reviewed articles and presentations.

### **Additional Information**

For additional information, please review documents available on the College web site, For Faculty page: <http://www.sjsu.edu/chhs/forfaculty/>

For other questions, you may also contact Laurie Drabble, Associate Dean of Faculty Success and Research: [laurie.drabble@sjsu.edu](mailto:laurie.drabble@sjsu.edu) or 408.924.5836.