College of Health and Human Sciences

RSCA Assigned Time Application - Tenured Faculty

# Timeline

* **March 17, 2022** – Applications submitted to [laurie.drabble@sjsu.edu](mailto:laurie.drabble@sjsu.edu) with a copy to Joanne Delamar, [joanne.delamar@sjsu.edu](mailto:joanne.delamar@sjsu.edu).
* **April 21, 2022** – Dean’s recommendations submitted to the Office of Research
* **May 19, 2022** – Award notifications from the Vice President for Research and Innovation (VPRI) to successful applicants
* **May 27, 2022** – Award acceptance signed by successful faculty applicant via DocuSign

# Required Materials

All Tenured applicants interested in applying for the RSCA Assigned Time Program must submit all the following materials by **5 PM on March 17, 2022**. You may find a copy of the information about the RSCA Assigned Time Program circulated by the VPRI on the Office of Research page: <https://www.sjsu.edu/research/research-at-sjsu/assigned-time-program/index.php>

You will need to provide

1. **Cover Sheet:** including name, rank, department, college, and date of appointment to the university (included in application form below)
2. **Scholarly Agenda** – describing your RSCA goals, activities, and expected outcomes/products for the coming 5-year period (instructions and space to respond included in application form)
3. **ORCID iD\*** with permission granted for institutional access (included in cover of this application).
4. Current ***Curriculum Vitae*** (CV) (to attach as a separate document when you complete this form; creating a single pdf file is welcome but not required)
5. **RSCA Metric Data:** RSCA Metric Data covering the three calendar years of 2019, 2020 and 2021) in college-specific format (included in application form below)

# Submission Details

Please use the cover sheet and Instructions below to complete your report. **Please save the report with your last name at the beginning of the file name and send it by email along with a current CV to Laurie Drabble:** [**laurie.drabble@sjsu.edu**](mailto:laurie.drabble@sjsu.edu)with a copy to Joanne Delamar [joanne.delamar@sjsu.edu](mailto:joanne.delamar@sjsu.edu).

Please note that the report requires details about your RSCA accomplishments. You may find a copy of the CHHS RSCA metric on the CHHS “For Faculty” webpage: <https://www.sjsu.edu/chhs/faculty-and-staff/faculty-resources/index.php>.

Please contact Laurie Drabble (laurie.drabble@sjsu.edu), Associate Dean for Research and Faculty Success, or [officeofresearch@sjsu.edu](mailto:officeofresearch@sjsu.edu), for any questions or further clarification.

*\* For information on how to obtain an ORCID iD and set permissions, see* [*orcid.org*](https://orcid.org/)*. The SJSU library guide about ORCID iD also offers guidance on how to connect your ORCID iD to you existing works:* [*https://libguides.sjsu.edu/ResearchImpact/ORCID*](https://libguides.sjsu.edu/ResearchImpact/ORCID)

Tenured Faculty Assigned Time Application - CHHS

**Name:** Click or tap here to enter text.

**College:** Health and Human Sciences

**Department/School:** Click or tap here to enter text.

**Current rank:**  Professor  Associate Professor

**Date of Appointment to SJSU:** Click or tap here to enter text.

**Your 16-digit ORCID iD:** Click or tap here to enter text.

**I. Description of proposed 5-year agenda (500 words max):**

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| *Please summarize your research/scholarly agenda, using language understandable to a non-specialist audience from outside your discipline. Make sure to include the following: 1) A clear statement of your agenda and description of what you propose (your 5-year agenda), 2) how your agenda contributes to your discipline or research in your area of expertise (e.g., how it may advance the knowledge base or practice in your field), 3) how the proposal fits in your research/scholarly trajectory (e.g., explain how it advances your existing agenda and builds on work you have already accomplished OR provide a rationale for development of new scholarly area along with evidence of planning or pilot work for this new area).* |

Insert text here

**II. Anticipated outcomes (300 words max).**

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| *Please describe specific outcomes and deliverables that you expect to complete, and be sure to explicitly describe outcomes that align with the college metric (e.g., peer-reviewed vs. non-peer reviewed publications, conference presentations, or other scholarly activities). Be thoughtful about the scope and feasibility of your 5-year outcomes (e.g., make sure your outcomes are both meaningful and realistic). OPTIONAL - Where appropriate, additional information may include description of other impacts such as how these activities support your role as teacher-scholar; educational impact on or inclusion of students; involvement of internal and external collaborating partners; or other broader impacts of your work that align with the college/university mission and priorities.* |

Insert text here

**III. Evidence of scholarly/research activity in 2019, 2020, 2021 calendar years (200 words max):**

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| *Please provide a brief paragraph summarizing highlights of your research, scholarly or creative activity (RSCA) in the past three calendar years and, where appropriate, the impact of your work. If it makes sense to provide context for your work outside of the past three calendar years, please do so (e.g., accomplishments before the 3-year window or recent accomplishments such as manuscripts under-review or in revise/resubmit status). Please also complete the required College metric form below.* |

Insert text here

**IV. Evidence of scholarly/research activity (no word limit):**

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| Use the table below to provide details about your RSCA accomplishments, including only the following calendar years: 2019, 2020, 2021. Please provide full citations for each accomplishment (preferably APA 7th ed). Please also provide additional details as instructed. (e.g., distinguishing between short reports and full journal articles, between peer-reviewed and non-peer reviewed publications or presentations). Refer to the CHHS RSCA metric as needed. Note that there are categories for both an external grant proposal *submission*, as well as for the external grant *award* if the proposal is funded. |

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| **A. Peer-reviewed journal publications.**  Please provide reference details for each of your published or in-press journal articles. Indicate your status as first, solo, corresponding or co-author. Please also note if a publication is something other than a full-length article (e.g., short report). |
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| **B. Books and book chapters.**  Please provide reference details for all published (or in-press) scholarly books or scholarly book chapters for which you were author, editor, or co-editor. (Please also note whether these are text books/chapters, peer-reviewed publications, or invited contributions). |
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| **C. Peer-reviewed conference presentations or papers.**  Please provide citations for all conference presentations or papers. Include notations if the presentation is a poster presentation, or involved serving as a panelist, discussant, or invited speaker at a conference. Conference presentations that were canceled may be designated as such (Conference canceled). There is no need to indicate when conferences were online only. |
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| **D. Grants**  Include full citation information for all *external grants that were awarded*, including funder, dates of award, and whether your role was PI or Co-Investigator. Please also list *submitted* external grant applications with similar reference details. You may also list internal SJSU grants awarded (e.g., University Gants Academy or other competitive internal grants). |
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| **E. Other non-peer-reviewed scholarly products.** Please Include full reference Information for the following: full-length report (e.g., for funded projects that resulted in a publicly available report), short reports, book reviews, non-peer-reviewed conference presentations, and invited speaker presentations (e.g., scholarly presentations for professional associations or community/government agencies). |
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