

**San José State University**  
**Faculty Diversity Development Research, Curricular and Creative Activities Award**  
**Office of Diversity, Equity & Inclusion**  
**AY 2017-2018 (Award for AY 2018-2019)**

1. **Purpose:** The SJSU Faculty Diversity Development Research, Curricular and Creative Activities Award was created in 2016 to support scholarly research and creative activity that advance the careers of faculty applicants. The award, in its first year, is intended to support research, creative activity, travel to present at conferences, development of methodological expertise, and/or acquisition of equipment related to scholarly and creative endeavors.
2. **Eligibility:** SJSU Lecturers, Tenure-track faculty and Tenured faculty. Applicants must attend at least two Center for Faculty Development workshops or conferences before application due date of December 22, 2017.
3. **Award:** Each awardee can apply for one of the following awards: 1) .2 Fall 2018 or Spring 2019 release time (Tenure-track & Tenured faculty only); \$5,000 salary award, July 2018 or June 2019; or 3) research funds of \$5,000.
4. **Application Deadline:** Proposals are due by Friday, December 2, 2017 at 5 PM to Kathleen Wong(Lau) in the Office of Diversity, Equity & Inclusion at Tower Hall 109 (**wet signature sheet must be submitted in hard copy**; proposal application can be submitted at same time or via email to Ashley.Onadele@sjsu.edu).
5. **Application Content:** Applicants should submit:
  - A. **Proposal Narrative** (not to exceed 3 pages) addressing the following elements: a) Statement of need/problem to be addressed and likely contribution to the discipline, classroom practices, student development or engagement of underrepresented communities (pipeline and recruitment from pre-K, K-12, 13-20) ; b) Description of the scope of the work for the proposed project including methodology, community partners, student participants, co-curricular relationships, etc.; c) Plan for dissemination and/or seeking of external funding; d) Brief budget justification; and e) References/works cited, as appropriate (counted as part of the 3-page limit).
  - B. **Philosophical Statement/Narrative** (not to exceed 2 pages) about relevant academic, professional, and personal experiences, as well as expertise in contributing to student success for underrepresented students in your discipline, and/or across campus at San Jose State University. Similar discussion of contributions to underrepresented communities if relevant. Contribution to knowledge and/or improved campus relationships with underrepresented communities (pipeline and engagement)
  - C. **Itemized budget and justification** (up to \$5,000) or **Activities Accounting** (.2 time release).
  - D. **Current Curriculum Vitae** must be submitted.
  - E. **Documentation of Ethical Considerations and Approvals.** Proper clearance from appropriate review committees (IRB, Institutional Animal Care and Use Committee) must be obtained, as needed. These can be in the proposal stage but should show clear draft of submission for review or MOU (memorandum of understanding) for community engagements projects.
  - F. The application materials (cover page, one page summary, and CV) must be submitted as e-mail attachments to the Center for Faculty Development. The e-mail attachments must be labeled as follows:
    - Cover Page: FDDG.Last Name.First Name.COVER
    - Proposal Content: FDDG.Last Name.First Name.Content
    - Budget: FDDG.Last Name.First Name.Budget
    - CV: FDDG.Last Name.First Name.CV

Announcements about the awards will be made by the end of March 2017.

**G. Review Procedure:** Proposals will be evaluated by a committee comprised of individuals with a faculty background who are involved in faculty diversity initiatives across the campus.

**H. Evaluation Criteria:** The review committee will consider proposals based on:

- The project's demonstrated contribution to knowledge, scholarship and practice in the applicant's discipline or to higher education as an institution;
- The significance of the project to the discipline or to higher education as an institution; and
- The applicant's ability to carry out the proposed project.

**I. Other Conditions and Requirements:**

- Awardees will prepare an end-of-the-year report summarizing outcomes of the proposed research which must be submitted to the Office of Diversity, Equity and Inclusion no later than February 1, 2019 or August 2019 (depending on semester of award).
- Awardees must also present their project outcomes at a public event in April 2019 or October 2019 (depending on semester of award).

San José State University  
Faculty Diversity Development Research, Curricular & Creative Activities Award  
AY 2016-2017

**Cover Page**

Name: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

Department: \_\_\_\_\_

College: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Extended Zip: \_\_\_\_\_

Faculty Member (check one box):

- Tenure-Track (If Tenure-Track, Indicate Years in Tenure-Track \_\_\_\_\_)
- Tenured
- Lecturer

Names of workshops or sessions completed with Center for Faculty Development (minimum 2 required).

\_\_\_\_\_ Date Completed: \_\_\_\_\_

\_\_\_\_\_ Date Completed: \_\_\_\_\_

**ABSTRACT (not to exceed 100 words)**

Chair's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(Department Chair indicates by signature that s/he has been informed by the applicant of this submission)

Applications must be received on or before Wednesday, January 6, 2016 at 5 PM. Cover page can be submitted as hard copy of cover sheet with wet signature to the Office of Diversity, Equity & Inclusion, Tower Hall, Room 109 by due date. Or a scanned copy of cover page with signature can be emailed with rest of proposal by email to: Ashley.Onadele@sjsu.edu.