

SJSU Faculty RSCA Assigned Time Program for College of Social Sciences Faculty

Step 1:

Current Associate and Full Professors, and Assistant Professors in years 3 to 6 who meet the criteria for minimum RSCA Activity (see Appendix A to determine your eligibility), are invited to provide the following materials by September 28, 2018:

- a) Cover Sheet – including name, rank, department, college, and date of appointment to the University.
- b) A 400-600 word proposal in lay-person language that provides an overview of your RSCA agenda for the next five (5) years. The proposal should include:
 - i. Description of the proposed scholarly agenda, including goals and activities. Evaluation criteria: a) clarity of the proposal, and b) contribution to knowledge and scholarship in the discipline. 12 points.
 - ii. Anticipated RSCA outputs with timeline (Examples: journal articles or books, conference presentations, other peer reviewed scholarly or creative outcomes, and external grant funding). Evaluation criteria: a) how outputs align with the RSCA agenda, b) where relevant to agenda, how outputs may have other impacts; and c) feasibility. 8 points.
 - iii. Description of how the RSCA agenda benefits students. 5 points.
- c) Filled RSCA Output Table (see Appendix B). Evaluation criterion: record of RSCA success. *Additional criterion for Associate and Full Professors:* effective use of past RSCA assigned time and/or summer salary awards; wherever applicable in the output table, note the work supported by college and university assigned time and summer salary awards. 75 points.
- d) An updated CV; and
- e) *Associate and Full Professors only:* A list of all the RSCA assigned time awards and the summer salary awards in support of RSCA received during the period January 01, 2014 to September 15, 2018 from the college and the University (henceforth called RSCA support).

Step 2:

The Dean's Office will verify: a) RSCA citations; b) receipt of the CV; c) the list of assigned time/summer salary awards [for tenured faculty]; and d) minimum RSCA activity achievement.

Step 3:

All Assistant Professors who have provided a complete application and meet the criteria for minimum RSCA activity will be granted 3 WTUs of assigned time for RSCA activities each semester through the end of their probationary periods. The awardee's 15 WTU/semester workload will be composed of maximum 9 WTUs for class instruction, 3 WTUs for RSCA activity, and 3 WTUs for service.

Step 4:

Fifteen percent (15%) of Associate and Full Professors will be awarded 3 WTUs of assigned time for RSCA activities each semester from Spring 2019 through the Spring 2023. The

awardee's 15 WTU/semester workload will be composed of maximum 9 WTUs for class instruction, 3 WTUs for RSCA activity, and 3 WTUs for service.

The Dean, Associate Dean, and Associate Dean of Research will holistically review the applications. Awards will be based on:

- a) the record of RSCA success during the period January 1, 2014 to September 15, 2018 [and for Associate and Full Professors, effective use of past RSCA assigned time and/or summer salary awards] (75 points), and
- b) the strength of the proposed RSCA agenda (25 points).

To assess the record of RSCA success, RSCA outputs in the List A of Appendix A will be weighted two times the outputs in the List B and four times the outputs in the List C. The List B outputs will be weighted two times the List C outputs. Single-authored RSCA outputs will be weighted two times the multi-authored outputs. Outputs as a principal author will be weighted 1.5 times other multi-authored outputs. Grants/contracts as PI or Co-PI will be weighted two times the grants/contracts as an investigator and four times the grants/contracts as a consultant.

NOTES

- 1) In the Spring 2019 semester additional awards will be made for a Fall 2019 semester start; these awards and all subsequent awards will be for a 5-year period for tenured faculty and for the remainder of one's probationary period for assistant professors. Faculty who do not receive Spring 2019 awards can apply for Fall 2019 awards.
- 2) Each awardee will receive 3 WTUs for RSCA during the first year of the award, and 6 WTUs for RSCA during each subsequent year. In year 1, then, the awardee's 30 WTU/year workload will be composed of a maximum of 21 WTUs for class instruction, 3 WTUs for RSCA activity, and 6 WTUs for service. Beginning in year 2 the awardee's 30 WTU/year workload will be composed of a maximum of 18 WTUs for class instruction, 6 WTUs for RSCA activity, and 6 WTUs for service.
- 3) For the Spring 2019 semester, applications are due by **Friday, September 28, 2018** to the Associate Dean of Research Shishir Mathur (emailed to shishir.mathur@sjsu.edu). For each subsequent year, applications are due on the last faculty duty day of the spring semester, so for the 2019-20 academic year applications are due **May 24, 2019** to the Dean's office.
- 4) A RSCA output should have been accepted for publication/presentation/performance/installation. Provide evidence of acceptance, such as an acceptance email from the journal's editor or editorial staff. Conditional accepts and manuscripts under revision would not count.
- 5) A book must be in press. A letter from the publisher should confirm the book's "in-press" status and that all reviewers' comments have been successfully addressed.
- 6) RSCA output data must be submitted by all awardees annually to retain eligibility throughout the award period.
- 7) All approved projects will be reviewed during the third year to verify that the awardee's RSCA agenda is on track. The methodology for the formal review is still TBD, but will

be transparent and based on an assessment of progress toward the RSCA agenda submitted with the application and the RSCA metric data submitted annually. The review will contain an element of field-appropriate extramural validation of the quality of the RSCA products. In most cases the outcome of the formal review will be that there is no change in the award. If, however, there has not been adequate progress on the RSCA agenda nor adequate productivity according to the college-specific RSCA metric, then the Dean may recommend to the Provost that the remaining years of the Faculty RSCA Assigned Time award be rescinded. There will be an appeals process before a final determination is made.

- 8) For Spring 2019, faculty administrators (i.e. Department Chairs, Program Directors, and Associate Deans) are not eligible. Faculty administrator eligibility criteria will be announced for subsequent years.
- 9) Department Chairs will be provided a list of all applicants from their department for informational purposes. The applicants do not have to obtain their Department Chair's approval to apply for this Program.

CoSS RSCA Assigned Time Program—Spring 2019 to Spring 2023

COVER SHEET

Name:

Rank (Assistant/Associate/Full Professor):

Department:

College: College of Social Sciences

Date of appointment to the University (Month/Year):

Appendix A

Criteria for Minimum RSCA Activity

During the period January 1, 2014 to September 15, 2018, any ONE from the following list (List A):

1. Scholarly Book (not edited) or
2. Documentary equal or longer than 30 minutes as a director or as a director/producer. Documentary should have undergone some vetting process (e.g. adopted in classes, bought by libraries, aired on TV, reviewed in journals, etc.)

Or

During the period January 1, 2014 to September 15, 2018, any TWO from the following list (List B):

1. Scholarly Books (edited)
2. Hand/Trade/Text Books
3. Book Chapters
4. Journal Articles (in peer-reviewed academic journals)
5. Conference Proceedings (full paper)
6. Review Articles/Literature Review Articles/State of the Field Review Articles/Invited Articles and Essays
7. Critically- or Peer-reviewed Research Reports, White Papers, and Technical Papers
8. Critically- or Peer-reviewed Performances (new or major revisions): Performance with a sole or leading role (e.g. director or playwright)
9. Critically- or Peer-reviewed Performances (new or major revisions): Performance as a dramaturg or performer
10. Peer- or Critically-reviewed Performance Remounts: Performance with a sole or leading role (e.g. director or playwright)
11. Peer- or Critically-reviewed Performance Remounts: Performance as a dramaturg or performer
12. Peer- or Critically-reviewed published plays
13. Documentary less than 30 minutes as director or as director/producer. Documentary should have undergone some vetting process (e.g. adopted in classes, bought by libraries, aired on TV, reviewed in journals, etc.)
14. Exhibitions: Peer- or critically-reviewed
15. External RSCA Grants & Contracts

Or

During the period January 1, 2014 to September 15, 2018, any ONE from the List B and any FOUR from the following list (List C):

1. Encyclopedia Entries
2. National and International Conference Presentations
3. Regional Conference Presentations
4. Presentations of Research to Community Partners and other Clients
5. Presentations of Professional Practice to Community Partners and other Clients
6. Other Invited RSCA Talks
7. Critically- or Peer-reviewed Performances (new or major revisions): Performance with a major consulting role (e.g. production consultant, script consultant, or cultural consultant)
8. Peer- or Critically-reviewed Performance Remount: Performance with a major consulting role (e.g., production consultant, script consultant, or cultural consultant)
9. Other Peer- or Critically-reviewed RSCA Outputs (e.g., podcasts, streaming, YouTube videos, apps, and installations; poetry, novels, manga, and cartoons; paintings, musical compositions, sculptures, and mixed-media collages)
10. Internal RSCA Grants & Contracts

Appendix B

RSCA Output Table

NOTE: This table is provided as an EXCEL file. A filled table is also provided as an exemplar.

RSCA Outputs for the Period January 1, 2014 to September 15, 2018			
(Please include outputs that are accepted for publication/performance/exhibition/installation, etc. and provide evidence of such acceptance in the application)			
Name:			
Department:			
Academic Rank:			
			Comments (if any). For multi-authored output, indicate whether you are the lead author. <i>Associate and Full Professors only</i> , if applicable, note the specific college or university assigned time and/or summer salary award that supported work for the RSCA output.
RSCA Type	Number of outputs (during the period January 1, 2014 to September 15, 2018)	Citation for each output	
LIST A			
Scholarly Books (not edited)			
Documentaries equal or longer than 30 minutes as a director or as a director/producer. Documentary should have undergone some vetting process. For each RSCA output, note the vetting process under the "Comments" column (e.g. adopted in classes, bought by libraries, aired on TV, reviewed in journals, etc.)			
LIST B			
Scholarly Books (edited)			
Hand/Trade/Text Books			
Book Chapters			
Journal Articles (in peer-reviewed academic journals)			
Conference Proceedings (full paper)			
Review Articles/Literature Review Articles/State of the Field Review Articles/ Invited Articles and Essays			
Critically or Peer-reviewed Research Reports, White Papers, and Technical Papers			
Critically- or Peer-reviewed Performances (new or major revisions): Performance with a sole or leading role (e.g. director or playwright). The citation should note the role (e.g. director, playwright, etc.).			
Critically- or Peer-reviewed Performances (new or major revisions): Performance as a dramaturg or performer. The citation should note the role (e.g. dramaturg, performer, etc.).			
Peer- or Critically-reviewed Performance Remounts: Performance with a sole or leading role (e.g. director or playwright). The citation should note the role (e.g. director, playwright, etc.).			
Peer- or Critically-reviewed Performance Remounts: Performance as a dramaturg or performer. The citation should note the role (e.g. dramaturg, performer, etc.).			
Peer- or Critically-reviewed published plays			
Documentary less than 30 minutes as director or as director/producer. Documentary should have undergone some vetting process. For each RSCA output, note the vetting process under the "Comments" section (e.g. adopted in classes, bought by libraries, aired on TV, reviewed in journals, etc.).			
Exhibitions: Peer- or critically-reviewed. For each exhibition, provide evidence of peer- or critical-review under the "Comments" section.			
External RSCA Grants & Contracts. The citation should provide the following for each grant/contract: the funding agency, the grant amount, and your role--PI, co-PI, investigator, consultant, etc.			
LIST C			
Encyclopedia Entries			
National and International Conference Presentations			
Regional Conference Presentations			
Presentations of Research to Community Partners and other Clients			
Presentations of Professional Practice to Community Partners and other Clients			
Other Invited RSCA Talks			
Critically- or Peer-reviewed Performances (new or major revisions): Performance with a major consulting role. The citation should note the role (e.g. production consultant, script consultant, or cultural consultant).			
Peer- or Critically-reviewed Performance Remount: Performance with a major consulting role (e.g., production consultant, script consultant, or cultural consultant). The citation should note the role (e.g. production consultant, script consultant, or cultural consultant).			
Other Peer- or Critically-reviewed RSCA Outputs (e.g., podcasts, streaming, YouTube videos, apps, and installations; poetry, novels, manga, and cartoons; paintings, musical compositions, sculptures, and mixed-media collages). For each RSCA output, provide evidence of peer or critical review under the "Comments" column.			
Internal RSCA Grants & Contracts. The citation should provide the following for each grant/contract: the grant type, the funding entity (e.g., Central RSCA Summer Salary or CoSS Travel Award), and the amount.			