

Course Release Grant Program Call for Applications for 2014-2015

Application Deadline: November 1, 2013 (for fall 2014 or spring 2015 release).

Purpose: The goal of the NSF ADVANCE program is to “increase the representation and advancement of women in academic science, technology, engineering and mathematics (STEM) careers, thereby contributing to the development of a more diverse science and engineering workforce.” The Course Release Program provides funds for one-semester release from teaching responsibilities to promote the advancement (tenure and promotion) of tenure-track and tenured women faculty in STEM disciplines.

Award: Cost of teaching replacement for the applicant (*over \$7,000 requires department funding*)

Award Period: One semester (fall 2014 or spring 2015 semester)

Source of Funding: NSF ADVANCE Grant *HRD-0811239*

Eligibility: Assistant, Associate, and not-yet-tenured Professor ranks of NDSU women faculty in STEM disciplines may apply. Priority will be given to Assistant Professors who have recently received a third year review. Associate Professors will be given priority status if two years past their promotion from Assistant Professor to Associate Professor and have at least two years before they intend to apply for promotion to Professor. Priority will also be given to those who were hired at Associate Professor rank and have at least two years before they intend to apply for promotion to Professor. Associate Professors who previously received a Course Release Grant at the Assistant Professor rank are eligible to apply, but will not fall into the priority category. Applicants must secure the support of their department to be considered for a Course Release Grant.

NDSU Advance FORWARD proposes to increase advancement of women faculty in core STEM disciplines, including the biological sciences, agricultural sciences, computer sciences, earth sciences, mathematical sciences, physical sciences, psychology, sociology and engineering. The NSF's list of STEM degree programs can be found at <http://www.nsf.gov/statistics/nsf08321/pdf/nsf08321.pdf>, and serves as a guide as to which disciplines fall under STEM by NSF standards. Classification as STEM can be ambiguous; therefore *the onus is on the applicant to clearly describe how her research area is categorized as STEM*. Applicants who are not clearly in STEM disciplines will not be considered.

Application Format: Application materials, saved as *one* PDF file, must include:

- NDSU Advance FORWARD Course Release Grant Program application form. Be sure all information is filled in completely.
- Letter of support from department chair/head: Not to exceed two pages; include how these funds will be used to offset costs of teaching replacement for the applicant; if cost of teaching replacement is more than \$7,000 indicate department commitment to cover remainder of the cost.
- Curriculum Vitae – Two pages maximum for education, background, experience and publications. Grant activity (current, pending, rejected) while at NDSU may be included on additional pages.
- A copy of the most recent department level review and a copy of the most recent college level review, if available. If an applicant has not had a review, then one should be requested from the department chair /head to include in the application. Please refer to NDSU [Policy 352](#) (4.3 and 4.6), your college's PT&E document, and your department's PT&E document for information about annual reviews.

NDSU Advance FORWARD

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Application Submission: The PDF file is to be submitted by November 1, 2013 by email to ndsu.forward@ndsu.edu. The subject line must read "Course Release Grant Application." Your department chair/head and dean must be carbon copied on the submission email message.

An application will not be considered if:

- The applicant is not eligible
- The applicant has received prior Course Release Grant at the same rank
- Instructions are not followed correctly

Obligations:

- Awardees must submit manuscript(s) to peer reviewed journal(s).
- Awardees must submit a brief synopsis on the use of Course Release award at the end of the award period.
- Awardees are expected to participate in program assessment.
- All scholarship resulting from this award must acknowledge support from the NDSU Advance FORWARD program sponsored by the National Science Foundation, *HRD-0811239*.

Review Process: Applications will be screened for compliance by representatives of the NDSU FORWARD office. An NDSU internal review committee will evaluate the compliant applications and make the award decisions. Special care will be taken to prevent conflicts of interest. Identities of all reviewers will remain confidential. The evaluation form is posted on the FORWARD web site for your guidance as you prepare your application.

Evaluation Criteria

- Priority status.
- Statement of purpose and potential for positive impact on achievement of career goals and successful promotion and/or tenure of the applicant.
- Soundness of the plans and funds requested to offset costs of teaching replacement for the applicant.
- Overall quality of the application.

Contacts: Direct inquiries to Canan Bilen-Green (canan.bilen.green@ndsu.edu, 1-7040).

About the NDSU Advance FORWARD Program. Funded by a five-year, \$3.7 million National Science Foundation Institutional Transformation award, the NDSU Advance FORWARD Program seeks to study and address issues of recruitment, retention, and advancement of women faculty within the STEM disciplines. The specific goals of the program are to (1) improve the climate across the campus and narrow the gap between men's and women's perceptions of the campus climate; (2) employ targeted recruiting strategies to recruit women faculty; (3) retain more women faculty through their probationary period and the promotion/tenure process; (4) support women associate professors as they move to full professor and hire advanced rank women to build a critical mass; and (5) promote and hire women faculty into academic leadership positions.