

Central Connecticut State University

CCSU-AAUP MINORITY RECRUITMENT & RETENTION COMMITTEE

Guidelines for Minority Recruitment & Retention Committee Grants
Individual Proposals for Award

Due the first Friday of April, September and December

Submit ELECTRONICALLY (by Microsoft Word attachment) to:

recoderl@ccsu.edu

The AAUP Minority Recruitment & Retention Committee

The AAUP Minority Recruitment & Retention Committee, working closely with the Office of Diversity and Equity, is available to assist the university in achieving its goal of recruiting and retaining faculty members of minority and other protected groups in accordance with the CSU-AAUP Collective Bargaining Agreement Article 3.4.2. According to Article 3.4.2, the AAUP Minority Recruitment and Retention Committee is charged with “the responsibility of assisting search committees to recruit members of minority and other protected groups who are least represented in the bargaining unit ranks at the respective universities consistent with the principles of Affirmative Action; to assist the university in retaining such members; and to engage in such other actions as will effectuate the above purposes [*minority recruitment and retention*] including the possibility of travel, mentoring, support for obtaining appropriate credentials, etc.”

Request for Proposals

To fulfill the above mission, the AAUP Minority Recruitment & Retention Committee invites proposals from individual untenured faculty who are members of minority or other protected groups for projects that will provide *direct support related to their retention*.

“Support related to retention” is defined as support for professional development in any of the four categories of evaluation for renewal and tenure that are identified in the Collective Bargaining Agreement (Article 4.11.9.1-4.11.9.2). Thus, applicants are encouraged to submit proposals that request support for professional development in teaching or other load credit activities, creative activity appropriate to their fields, productive service, and/or professional activity.

Funding

Funding for the above untenured faculty members is available to support projects and activities from [insert date] through [insert date]. Funds may not be used for salary payments or stipends.

Funds may be used to defray the costs of travel to conferences, workshops, and special collections, and for data collection and creative work at distant field sites. Funds may also be used for such expenses as workshop and conference registration fees, and to support further

study for credit or non-credit courses (for example, a grant-writing workshop or a pre-conference seminar on qualitative research methods). Purchase of special equipment or materials is also allowed.

Criteria and Restrictions

Application for MRCC funds will be accepted from all non-tenured faculty who are members of minority and other protected groups. The criteria for evaluating AAUP MR&RC proposals are the quality and completeness of the proposal, and the potential of the proposed activities to assist the applicant in strengthening her or his credentials for retention purposes.

The following restrictions apply to all proposals:

1. Only untenured individual faculty members, not departments or centers, may apply.
2. Requested funds shall not compensate a full-time CCSU faculty member for professional services rendered, nor serve as a stipend (CCSU-AAUP CBA 3.4.4).

Requirements for Award Recipients

1. At the conclusion of your project or no later than a month after its completion, you must provide a written report outlining the results of the support provided by the MR&RC Grant. Submission of this report is required before you can request additional funds from the MR&RC.
2. You must acknowledge the support of the AAUP Minority Recruitment & Retention Committee in any published work that results from the use of AAUP MR&RC funds.
3. Where relevant, we encourage you to share the results of your research or professional development activities with other faculty through workshops or presentations.

Application Procedures

Submit your proposal electronically as a Microsoft Word attachment to Luis Recoder-Núñez, MR&RC Chair (recoderl@ccsu.edu), with subject line: MRRC grant.

Your application package should include:

1. The application cover sheet (see page 4 of this announcement).
2. An itemized budget (see page 5 of this announcement)
3. A brief project narrative (up to 3 pages) that describes what you will be doing and how your proposed activities relate to your professional development in one or more of the four categories of evaluation in accordance with the AAUP CSU contract, article 4.11.9. Include:
 - a. Project Overview. What do you propose doing, and why is it significant to your field and your development as a faculty member?
 - b. Work Plan. What activities will you be accomplishing and when? Please note that if your project involves with research with human subjects, you will be expected to receive Human Studies Council (CCSU's institutional review board) approval before funds to support the research will be released.

- c. Expected outcomes and plan for reporting about the outcomes.
4. A current curriculum vita

Application Deadline

Completed proposals must be received by 4 pm on Friday.

Announcement of Awards

Awards will be announced by the fourth Friday of April, September and December.

All questions regarding the application process or requests for other information about MR&RC funding may be directed to the Office of Diversity and Equity at 860-832-0178.

**CENTRAL CONNECTICUT STATE UNIVERSITY
CCSU-AAUP MINORITY RECRUITMENT & RETENTION COMMITTEE
Cover Sheet**

Grant Application Proposal for [Award

**Submit ELECTRONICALLY (by Microsoft Word attachment) to:
recoderl@ccsu.edu**

Due the first Friday of April, September and December

Name:

Title:

Academic Department:

Office Address:

Phone:

E-mail:

Date Hired:

Anticipated Date of Tenure:

Project Title:

Abstract (100 words or less):

Total Funds Requested:

**CENTRAL CONNECTICUT STATE UNIVERSITY
CCSU-AAUP MINORITY RECRUITMENT & RETENTION COMMITTEE**

Itemized Budget and Rationale for Expenditures

ITEM	AMOUNT	RATIONALE/JUSTIFICATION

TOTAL

Applicant signature:

Date: