

February 25, 2009

To: Faculty in CLAS

From: Allan Burns, Associate Dean

RE: Faculty Enhancement Opportunity Program guidelines for Spring, 2009

The College of Liberal Arts and Sciences invites faculty with more than three years of service to apply for the Faculty Enhancement Opportunity program. The awards will be for summer and fall, 2009.

The purpose of this program is to increase the professional development opportunities of all faculty members in the College, including lecturers and scientists. As the Memo of Understanding regarding the program states, "FEO funds shall be expended primarily for salary/benefit offset, travel costs and/or fees for conferences or similar learning experiences. However, FEO funds are generally not intended to fund such things as equipment/supply purchases, pilot studies, or similar items for which other sources of support are available."

Applications are due in Department or Unit offices on March 20th. Departments must transmit applications to the Dean's office by March 30th. The College will transmit its endorsements of packets on April 17th.

Applications should follow the guidelines at

http://www.aa.ufl.edu/search_committees/FEO/index.html

Other information on the program can be found at

<http://www.hr.ufl.edu/labor-relations/union.asp>

Note that each proposal includes a description of activities and their expected results and a two page cv. Application forms are found at

<http://www.aa.ufl.edu/FEO/FEOForm2009.pdf>

Please note that matching support is needed for this program. The amount, if any, of a department match should be included in the transmittal letter from the Chair or Director after consulting with the Dean.

Eligibility: Faculty in the College must have a minimum of 3 years service to be eligible for an award. As these are awards to enhance the professional careers of faculty, they will not be seen as evidence of extending the Maximum Probationary Period for tenure unless an agreement is signed by the faculty member, chair or director, Dean and Provost. All faculty, including those in non-tenure accruing lines are eligible for these awards.

According to the University procedures for these awards, individuals can be considered for a FEO only every five years.

Proposals will be evaluated at the Department/Center, College and University Level according to these criteria (see <http://www.aa.ufl.edu/FEO/FEOScoreSheetJan09View.pdf>)

1. Goals are clear, meritorious and compelling
2. Plan is clear and realistic for goal achievement
3. Benefits to the applicant's academic / professional / scholarly growth are clear and specific
4. Benefits to the University are clear and specific
5. Budget justification is clear and appropriate for proposed goals and outcomes

The University procedures limit the upper number of applications that can be forwarded to the University for consideration to no more than 5% of the faculty positions in the College. This year (2009) there are a maximum of 37 proposals that can be forwarded to the University committee.

Questions about the program should be directed to Associate Dean for Faculty Affairs Allan Burns (afburns@ufl.edu).

Frequently asked questions

1. Can applications include more than one faculty member? Yes, but the value to each should be very clear.
2. Can an application include a faculty member from another College or unit? Yes, but the value to the CLAS faculty member has to be clear. If a joint proposal of this nature is submitted, it should also be submitted to the other College or unit of the other faculty member.
3. Can lecturers and scientists apply for these funds? Yes
4. Do applicants all have to be on state-funded lines? No, scientists and others on non-state lines (Grants, foundation funded appointments, etc.) are also eligible.
5. Can an applicant have received a sabbatical and still receive an award? Yes, these awards are separate from sabbaticals.
6. Can applicants apply for this award while they apply for a sabbatical? Yes
7. How often can an application be submitted? Faculty members who have received an award can apply for one again after five years.