

SOBL Policy on Faculty Development, Junior Faculty, and Distinguished Professor Funds*

Faculty Development Funds (FDF) can be used to enhance scholarship, teaching, and professional development.

FDF - Scholarship

FDF may be used for any research-related travel or expenses including funds to pay students to assist with research, software, and travel.

- FDF may be used if the faculty member is presenting at the conference.
- FDF may be used if the faculty member is not presenting at the conference; compelling reasons for attendance must be presented to be considered.
- Other travel related to data collection or other activities associated with project advancement must be presented to be considered.

FDF - Teaching

FDF may be used to purchase teaching materials or software which will be used to enhance the learning environment.

FDF - Professional Development

FDF may be used to further the professional development of faculty. Travel to conferences, symposia, or workshops aimed to increase the professional development of faculty are included.

FDF – Amount and deadlines:

- Please complete this online request form for approval:
https://stockton.co1.qualtrics.com/jfe/form/SV_8D5ZzZidVLb3g3b *Note: This does not replace any travel and approval of attendance approvals that need to be submitted at least three weeks in advance of travel dates.*
- All receipts must be submitted within 15 days of travel, purchase, or spending.
- First round of funding must be *requested* by faculty by the last day of classes of Fall semester. Each faculty member (any rank) may request up to \$1,200 in round 1.
- Remaining funds will be calculated and a call for the second round of funding will be made by the start of Spring semester. Round 2 is first-come, first-served. Funds must be *requested* by March 1.
- Remaining funds will be calculated and any remaining funds will be announced.
- All funds, from all rounds, must be encumbered by April 15.

*Please also apply for Research and Professional Development, Provost Opportunity Funds, Research Experiences for Undergraduates, Student Travel & REU funds and any additional external sources to help support your scholarly work. Deadlines for all rounds are all posted here: www.stockton.edu/grantsoffice

Junior Faculty Funds (JFF) are available for SOBL faculty who have not been granted tenure (typically those in years 1-5). The University has provided funds to enhance the professional development of junior faculty. The primary purpose of these funds is to help untenured faculty in their scholarly and creative activities. Priority is given to requests that support the establishment of research programs, travel for conference presentations, and travel to collect data, meet with colleagues, or otherwise pursue scholarly and creative activities, including scholarship of pedagogy. These funds need to be tied to specific endeavors where the outcomes are clear and demonstrable.

- The amount of JFF varies from year-to-year. JFF is currently \$1,400.

Please complete this online request form for approval:

https://stockton.co1.qualtrics.com/jfe/form/SV_71eeXZpzHFMIpzn *before the last day of classes*

of the Fall semester (and before you make purchases). You will need to submit a brief description of the project, a budget, and potential outcomes. Note: This does not replace any travel and approval of attendance approvals that need to be submitted at least three weeks in advance of travel dates.

- JFF can be used for purposes similar to those outlined above for SOBL FDF.
 - o A computer/iPad purchase may be requested; provide compelling rationale for the request.
 - o The funds cannot be used as stipends.
- JFF must be requested by the last day of classes of Fall semester.

Distinguished Professor (DP) Funds are currently \$2,500. The President's Office provides special support, through the Provost, for the scholarly and professional pursuits of faculty who have achieved the rank of Distinguished Professor. These funds must be requested so the amounts can be transferred to SOBL. The use of these funds could include travel to conferences, supplies, student workers, or other expenses related primarily to scholarship.

- Please complete this online request form for approval:
https://stockton.co1.qualtrics.com/jfe/form/SV_74kcADsvrt89Mtn *before the last day of classes of the Fall semester, sooner is better (and before you make purchases)! Note: This does not replace any travel and approval of attendance approvals that need to be submitted at least three weeks in advance of travel dates.*
- The funds cannot be used as stipends.
- The Provost's office will manage the fund in an equitable manner and will distribute the money to the Schools upon the dean's approval.

*Please also apply for Research and Professional Development, Provost Opportunity Funds, Research Experiences for Undergraduates, Student Travel & REU funds and any additional external sources to help support your scholarly work. Deadlines for all rounds are all posted here: www.stockton.edu/grantsoffice