

## **Request for Departmental Proposals:**

### **RIT Future Faculty Fellowship**

**Due Date:** November 15 for September 2017 start date

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**Overview:** The Division of Academic Affairs and the Division of Diversity and Inclusion are partnering to pilot a two-year program aimed at diversifying the faculty while ensuring faculty success. The program objectives are to integrate our signature annual Future Faculty Career Exploration Program efforts; to maximize on the educational benefits of diversity; and to increase the number of historically underrepresented minorities and women faculty. Participation in this program offers mutual exposure and high visibility, in addition to supporting visits by individuals who are potential candidates for current and future faculty hires. The RIT Future Faculty Fellowship Program provides two 2-year post-terminal degree fellowships to RIT departments with the expectation that Fellows will be successfully mentored to tenure-track assistant professor positions. Details of the program are available in the accompanying description. The funding for the fellowship positions will be available beginning in the 2017-2018 academic year.

**Request for Departmental Proposals:** The Provost and the Vice President for Diversity and Inclusion hereby solicit departmental proposals to secure funding for up to 2 fellowship positions. The directions for proposal submission are as follows:

- **Narrative:** The proposal narrative is to be no longer than 2-pages. The department and college must agree to the requirements of the RIT Future Faculty Fellowship Program listed below. In particular, the proposal must:
  - Indicate the department's commitment to reserve a tenure-track position for the Fellow within 1 year of the end date for the 2-year fellowship. Some exceptions may be considered and will need approval by the provost. Bridge funding - to support the Fellow following the fellowship and before available permanent funding in the TT line - may be available.
  - Identify a tenured faculty member within the department who is willing to mentor the Fellow.
  - Indicate support for the Fellow in the form of space for research, relocation expenses, travel funds, office and staff support.
- **Letters:** Supporting letters from the department chair and the appropriate college dean must be included with the narrative. A one course release per year for mentoring will be provided.

- Package submittal: Complete proposal packages are due in the Office of Faculty Recruitment by November 15, of the academic year for a start date for the fall academic year beginning in August/September.

**Process:** The Office of Faculty Recruitment will oversee the process of collecting proposals and answering any questions. A panel made up of the Provost, the Vice President for Diversity and Inclusion and the Executive Director for Faculty Recruitment will review all proposals and make the final selection. Selections may be made based on the following considerations:

1. Proposed mentoring model;
2. College/Departmental funding; and
3. Anticipated bridge years to a tenure track line.

Preference shall be given to those colleges who have identified a Future Faculty Career Exploration Program (FFCEP) participant.

Final decisions will be made by December 1 of the academic year.

# The RIT Future Faculty Fellowship Program: A Pathway to Diversifying the Tenure-Track Faculty at RIT

October 2016

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**Description:** Aligned with the RIT values of diversity, inclusion and equity, the RIT Future Faculty Fellowship Program is designed to increase tenure-track faculty diversity while ensuring the long-term success of our faculty. The objective is to attract highly qualified, emerging scholars, artists, and researchers to tenure and tenure-track positions at RIT by providing a 2-year post-terminal degree appointment that can lead to transitioning into faculty positions in a host department.

Because long-term success of faculty is the ultimate objective, the RIT Future Faculty Fellowship Program is structured so that there will be annual funding for up to two 2-year post-terminal degree positions.

Key stakeholders with this program include departments, colleges, the university, and the Fellows. Each stakeholder has certain responsibilities in order to participate in this program.

## **Departments and colleges:**

- **Tenure-track position:** Since faculty will ultimately be assigned to teach in departments, each department must identify a tenure-track position that it is willing to assign to a post-terminal degree fellow candidate upon successful completion of the post-terminal degree fellowship period. This position should come available within 1 year of the end date of the post-terminal degree period. In certain cases, bridge funding will be made available. Participating departments and colleges must demonstrate intention to hire fellows into faculty positions upon completion of the fellowship year, with the necessary stipulations that the fellows' teaching record and demonstrated trajectory for scholarly excellence are strong during their time at RIT. It should be noted, however, that placing the post-terminal degree candidate into a tenure-track line is not guaranteed: the candidate must demonstrate during their post-terminal degree period they are likely to meet the university's tenure expectations and, moreover, desire such a position.
- **Mentoring:** To facilitate transition to the tenure-track position, an active, tenured faculty member from the host department must: 1) submit a letter of commitment to agree to mentor the RIT Future Faculty Fellowship Program candidate with the goal of effectively transitioning to the tenure-track category; 2) provide an individual development plan (IDP) which is one component of mentoring that identifies both professional development needs and career objectives for the fellow and serve as a communication tool between fellows and their mentors; and 3) assist fellows to establish an independent research agenda, develop practices for effective and excellent teaching, and acclimate to the departmental culture.
- **Support:** Participating colleges are expected to support the post-terminal degree candidate by providing office space, moving, research lab or studio space (as needed),

travel funds and other resource needs such as summer support. Departments and colleges will be responsible for research, moving and travel support for a minimum of \$3,000, office space, technical support (computer, printer, etc.), and faculty mentors.

- **Collaboration:** Participating colleges must also work effectively with other participating colleges, ensuring that all the post-terminal degree candidates in the cohort can establish a community amongst themselves.

#### **The University:**

- **Funding:** Two 2-year fellowships will be awarded beginning in the fall of 2017. Fellows will receive a stipend of \$60,000 plus benefits. Funding will be administered through the Office of the Provost. The program works in conjunction with the bridge funding program offered by the Office of the Vice President for Diversity and Inclusion.
- **Research networking:** To support professional development and build community for this cohort of faculty, the Office for the Vice President for Research will coordinate a series of monthly seminars on securing grants, getting published, and networking.
- **Teaching development:** The Teaching and Learning Services will host a series of professional development workshops on best teaching and research practices.

#### **The Fellow:**

- **Research:** The Fellow must be dedicated to establishing a robust research program that will enable the Fellow to successfully secure external funding as a tenure-track assistant professor. The fellows will also showcase their research to the University community through a research symposium held each spring.
- **Teaching:** Fellows will teach one course in the 2<sup>nd</sup> semester of year one and one course per semester in year two. This will enable the department to evaluate the teaching effectiveness of the candidate and assess the long-term fit of the candidate.
- **Mentoring:** Fellows must agree to actively participate in the mentoring, research networking and teaching development processes.

**Process:** Each year, the Provost, working collaboratively with the deans and the Office of Faculty Recruitment, will issue a Request for Proposals (RFP) to determine the disciplines for which post-terminal degree fellowships will be made available. The RFP will be administered through the Office of Faculty Recruitment.

**Application Procedure:** For consideration, applicants must submit the following materials by February 1, of the academic year for a start date for the fall academic year beginning in August/September:

1. Cover letter that includes your “Statement of Diversity”
2. A complete curriculum vitae

3. Teaching statement
4. Research statement
5. At least three letters of recommendation from advisors

The final committee decision will be completed by March 30, and will be based upon the deans' brief description of how the proposed visit will contribute to faculty recruitment efforts and support creating and sustaining a more diverse and inclusive community at RIT.

Applicants are asked to submit all materials online through the RIT Human Resources employment system, Career Zone.

A recommendation will be submitted to the Provost for approval of an offer. It then becomes the duty of the college to negotiate the terms of employment and determine responsibilities and expectations. The hiring process for this position requires a criminal background check. Any verbal or written offer made is contingent on satisfactory results as determined by Human Resources.

The University is particularly interested in collaborating with colleges and departments that have strong interest in hiring women faculty and faculty of color (defined as members of ethnic minority groups: African American, Asian or Pacific Islander, American Indian, Alaskan Native and Chicano/Latino), who are U.S. citizens or permanent residents who are underrepresented at RIT.