

## **Change #15**

### **p. 94, Faculty Development Grants**

*Rationale:* In Fall 2010 the Senate changed the application form and procedures so that applications required only the approval of the department chair, not all members of the department. In addition the Chair, Dean and Senate should rank all applications. The following changes bring the *Handbook* in line with existing practice.

#### e) Procedures

- (1) The Faculty Senate is responsible for initial University-wide review of faculty development, and dissertation grants. The Provost will supply the Faculty Senate with a list of faculty who are not eligible for grants due to non-compliance with (6) below.
- (2) Applications for grant support are made on the appropriate form that is on the Provost's website. (<http://www.cnu.edu/admin/provost>) ~~The completed application form is submitted to the department for its recommendation. The department's recommendation (positive, negative, or mixed) is an important part of the screening process. The department chair will make a recommendation and circulate it to department members for signatures and recommendations. The department's recommendation is forwarded directly to the academic dean by the department chair. The academic dean assigns priorities from the college/school-wide perspective to all applications and forwards them to the Faculty Senate. The Faculty Senate will consider only those applications accompanied by departmental recommendations and assigned priorities by the academic dean.~~
- (3) Normally, the Faculty Senate will schedule fall and spring application periods.
- (4) ~~The faculty member submits the application to the department chair, who will complete the appropriate section on page 2 of the application form and forward the application package directly to the college dean. The college dean will complete the appropriate section on page 2 of the application form and forward the application package to the Faculty Senate. Applications are reviewed by the Faculty Senate and recommendations for approval or rejection will be forwarded~~ **The Faculty Senate will complete the appropriate section on page 2 of the application form and forward the application package** to the Provost who has the final discretionary authority over the disposition of applications and the amounts of awards.
- (5) Dissertation grant awards may be subject to further requirements.
- (6) Each recipient of a Faculty Development Grant is required to submit a written report on the progress of the project or research at the end of the grant period to the Provost with copies to the academic department chair and the appropriate college/school. Future grant applications will not be considered from faculty members who fail to file a report regarding a previous grant.