

## College of Arts and Sciences

### College Policies to Assist Lecturers/Senior Lecturers with Teaching and Scholarship (edited Spring 2019)

The College of Arts and Sciences recognizes that professional development for lecturers and senior lecturers provides important opportunities for career enhancement, brings new knowledge to the classroom, and allows our lecturer faculty to realize their scholarly and artistic ambitions. To facilitate professional development activities, the College offers the three programs described below for Lecturers/Senior Lecturers with continuing appointments.

**Travel to Conferences for Presentation of Research:** The College will provide up to \$600 for lecturers to attend conferences or their equivalents (e.g., workshops, roundtables, panels) at which they will present and/or discuss their work. Lecturer faculty seeking College travel support must provide an endorsement from their chair as well as a rough budget that outlines anticipated travel expenses. Departments are required to provide matching funds for these requests. Normally, the College will only approve travel for conferences that will take place in the current fiscal year, although there is some flexibility on the timing of the commitment. Requests should be sent electronically to the Office of the Dean, attention Rose Glemaud at [rglemaud@miami.edu](mailto:rglemaud@miami.edu).

**Travel for Professional Development:** The College will fund up to two travel expense awards of \$1500. These awards are intended to support lecturers' attendance at domestic conferences, meetings, training seminars, or workshops that will enhance their effectiveness in the classroom through exposure to new and/or enhanced pedagogical techniques. The lecturer faculty seeking College travel support must provide a copy of the conference material, a one page justification, and a rough budget that outlines anticipated travel expenses as well as an endorsement from the Department Chair. The justification must explain how this conference will provide information beyond programs currently available on campus, the classes that will be impacted, and how lecturers will promote what they learn to others in their department and the College. Normally, the College will only approve travel for conferences that take place during the academic year 2019-2020. The deadline for application submission is September 15, 2019. Requests should be sent electronically to the Office of the Dean, attention Rose Glemaud at [rglemaud@miami.edu](mailto:rglemaud@miami.edu). A short report on the lecturer's experience must be submitted following the conference.

**Summer Research Support:** The College will fund up to five summer research awards of \$2,000 each. These awards are intended to support research by lecturers during the summer months. For instance, the award may fund travel expenses to do research work in archives or libraries, provide supplies for laboratory or field research, or pay for any other costs incurred while carrying out a research project. These awards will not cover summer salaries. Depending on the type of research, the lecturer may partner with a tenure-track faculty member. Interested lecturers must submit a description of the research project (maximum of 2 single-spaced pages), a curriculum vitae, detailed budget and endorsement by the Department Chair indicating that the lecturer will be teaching at UM during the next academic year. All materials should be sent electronically to the Office of the Dean by March 31, 2020, attention Rose Glemaud at [rglemaud@miami.edu](mailto:rglemaud@miami.edu). A faculty committee appointed by the Dean will select the five awardees. A short report on the awardees activities must be submitted at the beginning of the Fall semester following the research award.