

College of Arts & Sciences

Support for Prestigious Faculty Fellowships

(8/15/19)

Purpose

To enable faculty to enhance their scholarly and creative work, the College of Arts & Sciences (CAS) is committed to working with faculty and department chairs to assist faculty in maximizing the impact of prestigious fellowships on scholarship and creative activity. The policy below applies to the following AAU-recognized fellowships and awards:

Alexander von Humboldt Fellowships
American Academy in Rome American
Academy of Arts and Sciences
American Antiquarian Society Fellowships
American Council of Learned Societies Fellowships
American Philosophical Society
American School of Classical Studies in Athens
Fellowships Folger Library Postdoctoral Fellowships
Ford Foundation Fellowships
Fulbright Awards
Huntington Library Research Fellowships
John Simon Guggenheim Memorial Fellowships
MacArthur Fellows
National Academy of Education
National Endowment for the Humanities Fellowships
Newberry Library Fellowships
Packard Fellowships
Residency at the Center for Advanced Studies in the Visual Arts
Residency at the Getty Center for Arts and Humanities
Residency at the Institute for Advanced Study
Residency at the National Humanities Center
Residency at the Woodrow Wilson Center for Scholars
Rockefeller Fellowships
Searle Scholars
Sloan Foundation Fellowships

If deemed appropriate by the Chair and the Dean, other fellowships may be treated under the same policy. Interested faculty should consult with the CAS Grant and Fellowship Support Team for questions about fellowship applications.

Eligibility

This policy is intended to support tenure track faculty members who: (1) hold at least a .50 FTE position, (2) request fellowship support at the time of their fellowship application, and (3) receive one of the fellowships listed above (or other approved fellowship) to pursue full-time research or creative activity for at least one academic semester. Support must be approved by the Dean and Department Chair in advance of the application for the fellowship, and the work to be performed

must advance the faculty member's scholarly or creative activities while serving the interests of the University. If a Chair determines that too many faculty would be away from the department in any given semester, prospective fellowship applicants may be asked to defer their applications to a more appropriate time.

For an award to qualify as an eligible fellowship, no service to the University may be required of the award recipient; neither the University nor its personnel may be expected to furnish extensive reports to the donor; and there may be no restrictions imposed on the dissemination of research or creative products originated by the award recipient. Under such conditions, the University anticipates no indirect cost recovery from the fellowship awards (OGRD Memo #11, 7/1/1990).

Policy

If the fellowship recipient will be away from the university during a year-long approved sabbatical, then fellowship funds can be used by the recipient to replace the 25% salary reduction and to provide summer support for months adjoining the sabbatical to the extent allowed by the fellowship. Benefits continue as usual under WSU sabbatical policies.

For fellowships to be taken outside of an approved sabbatical, the recipient should apply through WSU and have the funding administered by the university, unless the fellowship rules only allow for funding to be given directly to individuals.

For fellowships administered by the University, the recipient who is approved for fellowship support will be granted a leave of up to one year to devote full time efforts to scholarship and creative activity. The leave will not affect when the faculty member becomes eligible for a sabbatical leave. The person's base salary and benefits will be unaffected as long as there is sufficient funding from the fellowship to compensate the Department for the actual instructional replacement cost and cover benefits. Because the amount of funding and details on how the funding can be used vary by fellowship, funding details will be negotiated at the time of the request for College support before the fellowship application is submitted externally.

If the funding must be given directly to the individual, the prospective fellow can negotiate release time with a reduction in FTE and salary equivalent to the value of the fellowship (less any travel or incidental expenses included in the fellowship). The released salary must be sufficient to cover teaching replacement costs and cover benefits. If an individual's effort and state salary are reduced, there may be benefits implications and TIAA/CREF contributions will be reduced in accordance with the reduced effort.

Salary accruals beyond funds used to cover teaching replacement costs and benefits will be distributed in the following manner for Pullman faculty members: 1/3 will remain at the College and be used to support CAS Grant and Fellowship Initiatives; 1/3 will be distributed to the faculty's department/unit; and 1/3 will be distributed to the faculty's travel/research account. Individuals on other campuses should consult their Academic Director.

Request Procedures

In order to be granted a release from duties, a fellowship applicant must submit a request for CAS support of the application, and reach an agreement on terms of support, before submitting the fellowship application. The written request for fellowship support must provide a statement that: (a) identifies the fellowship program and their written policy on awarding the funds through the university or to individuals, and documentation of its benefits policy, (b) the specific project to be

performed while on leave of absence, (c) how the activities entailed in the award or fellowship advance the interests of the scholar, the College, and the University, and (d) a proposed budget indicating the amount of the stipend and how it will be used to complete the work, augment or replace University salary and benefits, and cover instructional replacement. Faculty members must circulate and submit an eREX for the fellowship prior to proposal submission. An eREX is required even if the proposal will be directly submitted by the faculty to the agency. Faculty awarded a fellowship in absence of an eREX submitted prior to submission, will not be eligible for the accrual distribution noted above.

Requests must be initiated by the faculty member and routed through the Chair to Associate Dean of Research and Graduate Studies. The request should be initiated well in advance of the deadline for submission of the fellowship application. Each case will be reviewed on its own merits and the final disposition of funding from the fellowship must be agreed upon by the applicant, the Chair, and the Dean in order for leave to be granted. Every effort will be made to afford the faculty member the opportunity to accept the prestigious award and complete the scholarly activity while not compromising the instructional activity of the Department and College. Applicants should not expect to have more than one leave request for a fellowship granted between sabbaticals.

If you have questions about these fellowship policies and procedures, or for assistance with fellowship applications and budgets, contact the Associate Dean for Research and Graduate Studies (cas.adr@wsu.edu).