Getting Serious about Research: Research Faculty Status (RFS)

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Research Faculty Status is granted for one, two, or three years, and is renewable.

- Reduced **baseline** teaching load from 24 to 21 undergraduate contact hours (from 16 to 14 graduate contact hours).
- Actual teaching load negotiated with chair and dean.
Research Faculty Status applications are completed along with your January Report.

- Submission deadline to the Office of Research is June 30, for the following school year.
- Applications reviewed by a 7 member committee, which provides its recommendations to the Scholarly Research Council.
- The Scholarly Research Council approves the Research Faculty Status.
Evaluation Criteria

- Established track record of Research and Creative Scholarship, extending over at least the past three years.
  1. Evidence of Scholarly Results.
  2. Evidence of Active Scholarship
  3. Evidence of Scholarly Repute
- Research and Creative Scholarship plan for the coming three years.
  1. Research Description and Methodology
  2. Personal Statement and Significance of Research

Application will be evaluated holistically by the committee, taking into consideration the entire application.
A clear, descriptive abstract is required.

- The abstract should
  - succinctly summarize the work
  - emphasize the importance of the work
  - place the work in the context of the scholarship on this topic in your discipline
  - avoid too many details, but rather, show the big picture context
For faculty who have been at Andrews University for more than three years, the committee will read the Faculty Activity Reports.

- The application should include interpretation of the importance of the reported FAR activities.

For faculty who have been at Andrews for less than three years, documented scholarly activities prior to coming to Andrews will be considered.

- The application should report all scholarly activities not reported on FAR forms, and indicate the importance of these activities.
Peer reviewed publications are vital for the dissemination of research results.

- Publications should be in well-recognized journals in your field
- Exclude published abstracts and conference proceedings publications, which focus on preliminary results (are evidence of Active Scholarship)
- For faculty in the performing and visual arts, equivalent juried activities are expected
Regular attendance and presentation at major regional, national, or international conferences in the discipline are expected.

- There should be an average of at least one presentation per year
- Presentations should be at more than one type of conference

### B: Evidence of Active Scholarship

At least one activity per year is expected, and should include at least two types of activities (or presentations in two types of venues). This includes regional and national disciplinary conference presentations, external research grant applications, conference proceedings publications, and other academic publications involving reduced peer review.
Evidence of scholarly recognition by one's peers is important. Activities include

- Reviewing/refereeing for journals, books, or external grants
- Editing a journal or book
- Writing encyclopedia, dictionary articles
- Organizing an academic conference, chairing sessions
- Supervising students leading to presentation/publication
Part 2 is the heart of the application.

- **Research Description and Methodology**
  (3 page limit, not counting references)
- **Personal Statement and Significance**
  (2 page limit, not counting references)

This is where you indicate how you expect your research to develop over the next three years.
The research description should place your work within the context of existing work.

The project description should be clear to an interdisciplinary reader.

The research methodology should be clear. Do not assume that the reader knows your qualifications to do this work—the reviewers must judge what they read in the application.

The literature review should show in-depth understanding of the literature. Include the most relevant sources.
Explain the development of your research.

- How does this work build upon your previous work?
- Show your qualifications and expertise to perform this work.

Explain why this work is important to you.

Explain how this work fits with your professional goals.

The Research Description and Methodology, and Personal Statement and Significance sections form the heart of the application—make sure these sections are complete.
The department’s endorsement of the application is vital, as the department has to work with the dean to figure out how to achieve any teaching load reduction.
Timeline

Research Faculty Status Application Deadline: **June 30**

- The committee will evaluate the application during the month of July and make its recommendation to the Scholarly Research Council.
- The Scholarly Research Council will vote the Research Faculty Status at its next regularly scheduled meeting.

The Department Chair will work with the School Dean towards the implementation of a reduced teaching load for faculty members with Research Faculty Status. However, *teaching load reductions are subject to budgetary considerations, and are not guaranteed.*