

JUNIOR FACULTY TEACHING RELEASE PROGRAM

The Junior Faculty Teaching Release Program offers untenured faculty an opportunity to devote themselves to scholarly, creative, and professional activities at a critical time during the pre-tenure years. You are eligible to apply for the program if you are entering your second year of pre-tenure service in Fall 2006. The program allows you to have no teaching responsibilities for one semester during your third pre-tenure year in order to devote yourself fully to research and creative activities. During the semester in which you are in residence, you will be obliged to teach three courses, consistent with university policy. Guidelines differ somewhat for faculty members in the Washington College of Law.

You may have brought prior service to the university, either from another institution or from service at AU in a temporary position. If you waive that accumulated service prior to submission of your first reappointment file (Fall 2006, if you joined the faculty last year) you will be eligible for a Junior Faculty Teaching Release. If you choose not to waive your prior service, you will not be eligible.

In addition to the application, the only requirement is that you apply for external funding for supplementary support prior to March 1. This requirement is meant to familiarize you with outside funding sources and encourage you to seek funding to support your research now and in the future.

Although you receive a normal full salary during the semester you are not teaching, a proposal for external funding for that semester could cover travel expenses, summer salary support, material acquisition or enough funding for a second semester of leave. Although you will still receive the one-semester release even if your external funding application is not successful, we would like to assist you to ensure that you identify all possible sources. The staff in the Office of Sponsored Programs will gladly work with you. Please call the office at x3440 and ask to speak to the grant and contract manager assigned to your teaching unit.

Please note that the semester of teaching release will count both towards tenure accrual and sabbatical accrual. Any additional semester of research leave obtained will count towards tenure accrual but not towards sabbatical, in accordance with university policy (refer to the *Faculty Manual*, section 15). A final written report on your teaching release activities will be due to your school/college dean and the dean of academic affairs by November 1, 2008.

The deadline for submitting your application to the dean of academic affairs is **March 1, 2007**. **(Please route this application through your unit at least 10 days prior to this submission deadline.)**

JUNIOR FACULTY TEACHING RELEASE PROGRAM FOR AY 2007-08
DUE DATE TO DEAN OF ACADEMIC AFFAIRS: MARCH 1, 2007

APPLICATION FORMAT

A. **Abstract Page**

Junior Faculty Teaching Release Program AY 2007-08

Project Title
Applicant(s) Name
Teaching Unit/College
Semester of Release Requested

Signature of Acknowledgment of the Dean of the School/College

A 200-word description of the proposed research

B. **Proposal** (*Applicants in the creative arts or humanities may modify this format*)

This section of the proposal should be 4-6 pages of double-spaced, typewritten text. It should contain the following sections:

- a statement of the central concern of the research, creative, or professional activities, noting specific goals to be addressed and outcomes expected upon project completion.
- a description of the research plan, noting the activities to be undertaken to achieve your goals;
- a discussion of the relationship of this project to your long-term research interests; and
- additional comments, placing the research within the context of your academic discipline.
- bibliography

C. **Additional Research Support Requested**

You are required to have submitted a proposal for external funding prior to the application deadline. Please list all external funding that you have applied for during the academic year that includes your teaching release. Provide the name of the competition, source of funding, and submission and notification dates. Also, briefly list the items that would be covered in the budget and the total funds sought.

D. **Current curriculum vitae**

E. **CY 2006 Annual Report** (submitted to your unit and the dean of academic affairs in January 2007)