

**Call for Proposals**  
**Faculty/Student Collaborative Research and Creative Works**  
*The Mundy Faculty Fellowship Fund and*  
*The William B. Jones Faculty Fellowship Fund*

Collaborative research involving work with faculty and students is funded through the Mundy Faculty Fellowship Fund (established through the philanthropy of Mr. and Mrs. A. J. Mundy of Houston) and the William B. Jones Faculty Fellowship Fund (established through the philanthropy of alumni, colleagues, staff and friends in honor of Dr. William B. Jones, Professor Emeritus of History). Both funds share a common purpose to support scholarship, research, or other creative activities that involve a faculty member and a student (or students) in a collaborative endeavor.

**Applications are due in the Faculty Development and Sponsored Program Office (MBH 110) to Christine Vasquez by 5:00 p.m. on Monday, February 4, 2008. Electronic submissions may be sent to [vasquezc@southwestern.edu](mailto:vasquezc@southwestern.edu).**

Proposals should be for work to be conducted during the summer of 2008 and extending into the 2008-2009 academic year. The proposal should include these elements in the following order:

- a brief project description (not to exceed three single-spaced pages)
- a budget of the proposed expenses of the faculty and student participant(s) (use the Budget Sheet included with this call)
- a current C.V. for the faculty member
- a current resume for the student
- a description of how the results of the project will be shared with the broader academic community (e.g. publication, presentation, or performance)
- a letter of support from a colleague or your department chair.

Student participants may be awarded travel and summer research wages consistent with University financial aid policies. On-campus housing for student participants during the summer may be requested (up to eight weeks for Mundy Fellowship recipients and up to two weeks for Jones Fellowship recipients).

Faculty receiving a summer stipend from either fund will not be eligible to receive a summer stipend from the Cullen Faculty Development Fund. Stipend payments will be made through the University's payroll system coinciding with regular payroll cycles. Applicable Social Security and income taxes will be withheld. The Human Resources department must receive requests for payment at least two weeks prior to the payroll check issuance date. Instead of receiving a stipend, faculty may elect to put such funds into a professional development account. In this case, the funds are not taxed; however, detailed receipts must be provided in order to draw from the account. Fellowships do not provide for faculty release time.

Criteria for selection for the Fellowships are as follows:

- The proposed project must be designed to engage a faculty member and a student (or students) in a collaborative research or creative project.
- The project proposal should clearly define the projected outcome and timeframe of the project.
- Faculty eligibility is limited to tenured and tenure-track faculty members and regular part-time faculty members, with tenured and tenure-track faculty members given preferential consideration.
- The project must result in publication, presentation, or performance of the work. Students are expected to present their work at the SU Undergraduate Research and Creative Works Symposium in April.
- The proposal should provide a rationale for the project and should provide supporting information to place the research/creative activity in the appropriate academic context.

- Special consideration may be given to projects that include research or study components at locations of national and international significance within the appropriate professional community. Examples include, but are not limited to, national laboratories, national and international libraries, museums, conservatories, etc.
- Student participants should be classified as Juniors or Seniors in the Fall of 2007 and should have demonstrated exceptional academic achievement, as exemplified by students who qualify for participation in the University's Departmental Honors Program.

The Mundy Faculty Fellowship is ideal for longer, more intensive projects that will require as many as eight weeks of summer work, in addition to work during the academic year. It allows a faculty member and a student to engage in scholarship, research, or creative activity for a period that may include all or part of the summer of 2008 as well as the two semesters in 2008-2009. A summer stipend of \$4,000 is provided for the faculty fellowship holder and up to \$1,600 in student wages is available to the student for eight weeks of summer activity. (This is typically thought of as \$500/week for faculty for full-time work on the project. It doesn't need to be distributed this way, but this approach may be helpful when determining your stipend request). Alternatively, faculty may elect to have up to \$4,000 placed in a professional development account, which is non-taxable, instead of requesting a stipend. Authorized expenses of up to \$3,500, in addition to the stipends and wages (or professional development account), can be supported by the program. This includes the cost of supplies and materials, travel to make presentations or performances, publication costs, or other appropriate programmatic costs. In addition to these funds, faculty may request up to eight weeks of summer housing for students.

The Jones Faculty Fellowship is designed for less intensive projects that do not require eight weeks of summer study or for projects that primarily occur during the academic year. The Jones Faculty Fellowship program also provides funding for faculty/student collaborative work, but the faculty summer stipend (or professional development account) is limited to \$1,000, and the student summer wages are limited to \$400, for two weeks or more of summer activity. Overall, a Jones Faculty Fellowship will not exceed \$3,000. This includes the cost of supplies and materials, travel to make presentations or performances, publication costs, or other appropriate programmatic costs. In addition to these funds, faculty may request up to two weeks of summer housing for students.

Recent recipients of Mundy Funds include 2001-02: Patrick Veerkamp and Matt Dannelley, Ken Roberts and Nathan Ottosen; 2002-03: Daniel Castro and Matthew Lawrence, Mary Visser and Sam McFarlane, Traci Giuliano and James Lundquist, Julie Thompson and Holly Martin; 2003-04: Frank Guziec and Kimberly Larson, Mark Bottorff and Allison Trumble, Tim O'Neill and Tiffany Barnes, and Laura Hobgood-Oster and Kelly Sharp; 2004-05: Cami Sawyer and Whitney McCall, and Traci Giuliano and Abigail Riggs; 2005-2006: Gulnar Rawji and Bhavik Kumar, Daniel Castro and Iliana Sosa, Romi Burks and Brandon Boland, and Alisa Gaunder and Lissa Terrel; 2006-07: Scott McLean and April Long. Recent recipients of Jones Funds include 2003-04: Rick Roemer and Kathryn Bourell; 2004-05: Scott McLean and Jessica Lovorn; 2005-06: Sergio Costola/Kathleen Juhl/Desi Roybal and Natalie Goodnow and Cliff Miller; 2006-07: Kendall Richards and Hilari Tiedeman, and Teena Gabrielson and Jacob Beswick; 2007-08: Jennifer Suchland and Dana Deane, Tim O'Neill and Mary Kierst, Michael Saenger and Justin Thurman, Elizabeth Stockton and Chelsea Edge.

The Provost will convene a Screening Committee consisting of the Dean of the School of Fine Arts, the Brown College Senior Faculty Representative, the Division Chairs, and the School of Fine Arts Chair. The Committee shall review the applications and make recommendations, which the Provost will convey to the President.

Upon completion of the project, separate final reports (one from the faculty member, and one from the student(s)) shall be submitted to the Office of the Provost.

