



Call for Proposals Mini-Sabbaticals

Purpose

The Mini-Sabbatical program is designed to enable faculty to learn new technologies, or build new collaborations, for purposes such as:

- Pursuing funding opportunities
- Building new collaborations for scholarly activities
- Developing new courses, or enhance existing classes

The program seeks to provide the funding necessary to enable a short-term (≤ 2 months) stay at an external location to achieve these ends. For example, you may propose to be a Visiting Scientist at a university(ies) that you'd like to build a network of colleagues to pursue funding opportunities, or spend time in an industrial setting to learn new technologies to bring to the classroom, or spend time at a national lab performing research. This program is not meant to augment or substitute for normal sabbaticals.

Eligibility

All full-time TT and NTT faculty are eligible. This program is focused on, but is not limited to, mid-career faculty seeking to initiate new research and teaching endeavors.

Funding

CAFE expects to invest up to \$40,000/year to support this program, with two anticipated proposal/funding cycles. Awards are anticipated to be on the order of \$5-8K; faculty are encouraged to seek matching funds to facilitate activities that would exceed this amount. Allowable costs include travel and accommodations at the proposed mini-sabbatical site. Salary funds would be considered if necessary for cost-sharing purposes. In this cycle funding will be made available in full when the awards are announced on June 1, 2018.

Proposal

Submit a proposal on or before May 18, 2018 to the CAFE office via email at cafe@mst.edu, or mail to 207 Norwood Hall. The proposal should contain the following information:

- Cover Sheet (name, department, phone/email, project title, date, signature, signature of department chair(s))
- Mini-Sabbatical Description:
 - Purpose
 - Location / duration
 - Expected outcomes
- Budget with justification

Review Process

Proposals will be reviewed by members of the CAFE team using the following evaluation criteria:

- How does the proposed mini-sabbatical aid in the success of the faculty member?
- Is the budget reasonable and justifiable?

Timeline

Proposals are due to the CAFE office by **May 18, 2018**.

Report

Awardees will be asked to complete a one-page report that summarizes the results of their mini-sabbatical.