

To: All Faculty (Teaching Professionals, Resource Professionals and Instructors)  
From: Lawrence P. Frank, Provost  
Date: August 23, 2011  
Re: Call for proposals for Research Communities for 2011-12

In 2011-2012, NEIU will again support a new set of Research Communities. The purpose of a Research Community is to engage a small number faculty and students in a research or creative project of common interest to all participants. The program is based on the assumption that many research efforts are facilitated by group interaction, mutual exchange of ideas and sharing the work needed to complete a project. The linking of faculty and students in joint projects also reflects Northeastern's character as a student-centered university.

A Research Community will consist of two or more faculty members and four or more students. The ratio of students to faculty in each community should be at least 2:1. All full-time faculty and all enrolled students are eligible to participate in a Research Community. Part-time faculty and Faculty Emeriti also may participate, but each community must include at least one full-time faculty member.

A proposal to establish a Research Community will consist of the following:

- 1) A 3 to 5 page (single spaced) description of the research/creative project to be conducted. The description should explain the goal of the project and situate it within the relevant scholarly literature. A description of specific activities to be undertaken also should be included.
- 2) A list of the faculty members (with resumes) who will be members of the community. Names of students members should be included if available. Names of student members must be submitted before funds are dispensed. Proposals should describe the work to be conducted by students as specifically as possible.
- 3) A budget outlining expenses to be incurred. The maximum amount for a Research Community award as a whole is \$5,000. The community budget will not fund released time for faculty or stipends to faculty or students. Students may receive credit if they register for independent or guided study in conjunction with the research project. Faculty sponsors of students who so register will receive compensation according to contractual guidelines. Such compensation should not be included in the community budget.

A Research Community budget will fund expenses related to the conduct of the research project, such as travel, commodities, or equipment. Generally speaking, the budget should fund expenses related to the conduct of research, not its presentation or dissemination. However, travel, expenses related to workshops and conferences at which research skills for students are developed may be included in the budget.

- 4) Approval from Human Subjects Institutional Review Board, if the research projects involve human subjects. If time does not permit approval prior to submission of the proposal, pending IRB status is acceptable for review of the project. No funds may be dispersed until IRB approval has been obtained.

#### Selection Process

An Evaluation Committee of seven members will be established. The Committee will consist of four faculty and three deans; no member of the evaluation committee may submit a proposal. Also, no research/creative project may receive funding through a Research Community and COR grant in the same academic year. The deadline for submission of proposals to the Office of the Provost is Monday, October 3, 2011. Awards will be announced late October and funds will be available as soon as awards are announced.