

4-28-2011

SR-10-11-26 RC

Marshall University

Follow this and additional works at: http://mds.marshall.edu/fs_recommendations

Recommended Citation

Marshall University, "SR-10-11-26 RC" (2011). *Recommendations*. 213.
http://mds.marshall.edu/fs_recommendations/213

This Article is brought to you for free and open access by the Faculty Senate at Marshall Digital Scholar. It has been accepted for inclusion in Recommendations by an authorized administrator of Marshall Digital Scholar. For more information, please contact zhangj@marshall.edu, martj@marshall.edu.

**RESEARCH COMMITTEE
RECOMMENDATION**

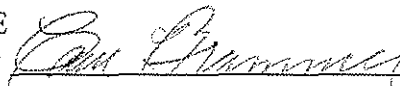
SR-10-11-26 RC

Recommends approval of the revisions to the Application Form for the Quinlan Endowment Fund for Faculty Travel as per the attached with new language indicated in **bold** and deleted language indicated with ~~strikethrough~~.

RATIONALE:

The new and additional language clarifies who is eligible for a Quinlan grant and what materials are needed with the application; more accurately reflects the criteria for scoring; and notes that the \$500 limit is for the academic year and not for the fiscal or calendar year to remove an element of confusion.

FACULTY SENATE CHAIR:

APPROVED BY THE
FACULTY SENATE:  DATE: 4/29/11

DISAPPROVED BY THE
FACULTY SENATE: _____ DATE: _____

UNIVERSITY PRESIDENT:

APPROVED:  DATE: 5/13/11

DISAPPROVED: _____ DATE: _____

COMMENTS: _____

QUINLAN ENDOWMENT FUND FOR FACULTY TRAVEL APPLICATION FORM

General Information: The Quinlan Endowment supports ~~faculty travel~~ **the travel of full-time tenured and tenure-track faculty and librarians with faculty status to attend present scholarly or creative work at professional meetings.** Because the funds available are limited, each faculty member may not receive more than \$500 per ~~annum~~ **academic year.** Priority will be based on the significance of **both** the applicant's participation **and the conference.** The application must include 1) a ~~cover~~ **letter briefly describing the your activity or activities and its significance at the conference;** ~~2) documentation of sources of matching funds, and 3) acceptance of presentation~~ **2) a copy of your abstract for your presentation, or in the case of creative activity, documentation and a short paragraph describing your participation; 3) documentation of acceptance of your presentation or creative activity; and 4) a budget, documenting that your Quinlan request does not exceed more than two-thirds of the total budget.** If your abstract has not been accepted for presentation before the Quinlan application deadline, **you must provide a copy of the abstract you submitted for presentation documentation of its acceptance before funds will be disbursed. If you are awarded a Quinlan grant, request for disbursement of funds must be made within three months after the activity.** Applicants are urged to submit requests for travel funding as early in the academic year as possible. The Research Committee will strictly adhere to application deadlines: October 1, 2010, February 4, 2011, and April 1, 2011. Return **the** completed application ~~packets~~ to the Faculty Senate office, Memorial Student Center, room BW14; e-mailed applications will not be accepted.

Application Form

| | | | |
|----------------|--|---|--|
| Name: | | MU Co-Presenter (if applicable) | |
| Department: | | Name: | |
| College: | | Department: | |
| Meeting Name: | | College: | |
| Meeting Place: | | Are they applying for a Quinlan Grant? <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| Meeting Dates: | | | |

Nature of Presentation: *Presentation of scholarly paper or creative work*
 Presentation of creative work

Additional Activities: *Panelist, moderator, chair, etc. at professional meetings*
 Travel for research purposes **Program Organizer**
 Participation on committees of professional organizations

Type of Meeting: *National or International*
 Regional
 State or Local

| | | | | |
|------------------------|----------------------------------|---------------------------------------|------------------------------------|--|
| Faculty Status: | <input type="checkbox"/> Tenured | <input type="checkbox"/> Tenure-Track | <input type="checkbox"/> Librarian | <input type="checkbox"/> Other (list): |
|------------------------|----------------------------------|---------------------------------------|------------------------------------|--|

| | | | |
|---|----|--------------------------|----|
| Total Cost of Travel: | \$ | Total Quinlan Request: | \$ |
| Total Match (must be at least one-third of the total cost of your trip travel): | | \$ | |
| BUDGET: | | | |
| Transportation: | | Lodging: | |
| Your Contribution (if any) Airfare: | \$ | Registration Fee: | \$ |
| Department Contribution (if any) Ground fare: | \$ | Meals (if not included): | \$ |
| College Contribution (if any) Other (describe): | | \$ | |

Is this research funded by a grant? Yes No

If yes, does this grant include travel funding? Yes No