

CENTRALLY-FUNDED FACULTY ENHANCEMENT OPPORTUNITY (FEO)
PILOT 2008-2011

BASIC PRINCIPLES

- (1) FEOs are intended to advance the academic/professional/scholarly abilities of faculty members. Thus they are similar in intent to sabbaticals. However, FEOs are intended to be more flexible in nature and duration than traditional sabbaticals. Thus FEO funds are to be expended primarily for salary/benefit offset, travel costs and/or fees for conferences or similar learning experiences. Some portion of summer salary can be requested for those on 9 month contracts who propose summer FEOs. FEO funds are generally not intended to fund such things as equipment/supply purchases, pilot studies, GRAs or similar items for which other sources of support are available.
- (2) The Sabbatical/Professional Development Leave Committee of each unit will have a significant role in selecting individuals for the new FEOs.
- (3) Each unit is required to provide some resources in support of FEOs that are granted to that unit.
- (4) The new funds being made available for FEOs are in addition to funds already available in the units for sabbaticals or existing professional development leave (PDL) programs. FEO funds are not intended to replace funds currently available in units for sabbaticals or other PDLs.
- (5) There should be a maximum number of FEOs awarded annually to any given unit in order to increase the likelihood that faculty members in every unit can participate in the FEO program over time.
- (6) The intent is to distribute FEOs widely across units of the campus over time. However, there is no “quota system”—applications will be funded based on merit. It is anticipated that not every unit will receive a FEO award in every round of application.
- (7) FEOs are intended to contribute to the professional career goals of individual faculty members and to the goals of the University overall. Thus FEO proposals should clearly identify how the outcomes of the project will contribute to the University, college and/or department. Those receiving FEO funds will be held accountable for the results/outcomes expected, and will be asked to prepare a report following the FEO.

PROCEDURES – APPLICATION AND SELECTION FOR CENTRALLY–FUNDED FEOs

- (1) The Provost will issue a call for FEO applications early in the fall and spring semesters.
- (2) Non-traditional/flexible types of FEO proposals are encouraged in order to maximize the likelihood that faculty members from all units can be offered meaningful FEOs.
- (3) Each unit (Dean in consultation with SAB/PDL Committee) will determine the years of service required before a faculty member can apply for a FEO and the types of faculty appointments (e.g. tenured, clinical, etc.) eligible for a FEO. However, the MINIMUM years of service for any faculty member seeking a FEO shall be three full time years of service at UF. FEO applicants who are on tenure-accruing lines should be advised in writing by their department chair of the tenure clock implications of a part-time or full-time FEO. **(See UF Regulations, 6C1-7.019, #4 & #5)**
- (4) Individuals can be awarded a FEO only once every five years.
- (5) An individual can receive a centrally funded sabbatical or other professional development leave in the same year as a FEO IF his/her unit supports this type of FEO proposal.
- (6) Faculty members are advised to prepare the FEO application in consultation with their immediate supervisors. Each application must be approved by the unit's SAB/PDL Committee, the Dept. Chair and the Dean before being submitted to the central FEO Task Force. These approvals shall be viewed as indicating that the committee, the Department Chair and the Dean consider the application meritorious.
- (7) In the interest of facilitating the central review process, each unit is requested to send forward annually a number of FEO proposals that is no greater than 5% of the unit's total number of faculty members.
- (8) Each unit shall provide a brief report to the Provost describing the unit resources that will be used to supplement FEOs if awarded to faculty members in the unit. Units can propose modest supplements and plans to enhance these as financial resources increase. This report should be reviewed and approved by the unit's SAB/PDL Committee before being submitted by the dean.
- (9) Applications forwarded from the units will be reviewed by a central FEO Task Force which will consist of: three faculty members appointed/elected from the Faculty Senate, one faculty member from IFAS and one from the HSC (selected by

a process that each Senior VP will determine) and two appointees from the Provost's Office. Every effort will be made to have broad cross-discipline representation on this Task Force. The relevant dean or department chair may be consulted if the Task Force wishes additional information about the purpose / value of a proposed FEO.

- (10) The FEO Task Force will propose criteria to use in recommending FEOs for funding. These criteria will be reviewed and endorsed by the Faculty Senate and the deans, after which time, they should be used for at least the first two years of the FEO program.
- (11) **Faculty members from any unit may apply for a FEO in any amount.** In the first year of the FEO program, FEO awards (from central funding) have ranged from approximately \$4,000 to \$51,000.
- (12) The FEO Task Force will review applications in the fall and spring semesters and recommend centrally-funded FEOs to the Provost for final approval. Deadlines for receipt of applications and notification of awards will be announced by the Provost's Office.
- (13) Upon request, the FEO Task Force will make an annual report to the Faculty Senate; the Senate will publish a list of FEO awardees each year in April.
- (14) Copies of successful FEO proposals (WITHOUT budget information) will be shared with FEO applicants by the FEO Review Task Force if the proposal author agrees.
- (15) Upon completion of a FEO, the faculty member will be required to submit a report of accomplishments to the central FEO Task Force. The FEO Task Force will evaluate the faculty member's accomplishment of FEO goals and share this with the faculty member and her/his department chair.
- (16) At the end of Year 02 of the FEO program (Spring, 2010), the Faculty Senate will provide evaluation of the program and suggestions for improvement to the FEO Task Force and the Provost.