

First-Year Seminar Research and Travel Guidelines 2022-2023

Tenure track, tenured, and visiting faculty (teaching half-time and above) who teach in the First-Year Seminar program (FYSEM) are eligible for funds to support their research. As an incentive for faculty to participate annually, the amount for which one is eligible increases depending on how regularly one teaches.

- The grant starts with a maximum of \$750 during the first year of FYSEM teaching (at least one semester of FYSEM teaching per academic year)
- Each year that a faculty member has continued her or his participation in the program (with at least one semester of teaching per academic year), the amount of the grant increases
 - A maximum of \$1000 after the second year of teaching at least one semester of FYSEM per academic year
 - A maximum of \$1250 after the third year of teaching at least one semester of FYSEM per academic year
 - Following the third year, the maximum of \$1250 will stand for subsequent years of continuous FYSEM teaching (one semester per academic year)
 - If teaching in FYSEM skips one academic year, research allowance will return to the \$750 level.
 - An academic year with a sabbatical semester will not be counted against the sequence.
- A maximum of \$200 of the fixed amount per semester can be used for research-related books.

Research funds become available to the faculty member during the semester they teach (beginning with the first day of classes) through the following two semesters. There is no roll-over of this funding. Faculty administrative support staff can be of assistance by preparing reimbursement requests which need to be submitted to the dean's office by June 15 each year to meet that fiscal year's deadline.

For questions regarding eligibility please be in touch with Rachel Price, rprice@bard.edu.