

Woody L. Hunt College of Business

Research Support Program

Purpose:

The program aims to enhance the Hunt College of Business research culture and advance the college's priorities. By removing impediments to data collection efforts and enhancing the creation of original secondary data repositories, the college expects to elevate the quality of publications and improve research productivity.

Three “pots” of research funding have been set up to support research. Two funds are aimed toward faculty and the third targets research conducted by doctoral students. One of the faculty funds aims to support research on all research topics, while the other supports research specifically aimed at advancing basic knowledge and practice in U.S.-Mexico trade and commerce.

Eligibility:

All full-time, SA-classified faculty members who do not hold endowed professorships and chairs are eligible to apply for research funding. Depending on the availability of funds, those who hold endowments with annual distributions of less than \$15K can also apply, but they will not be given priority.

Faculty members who received a research budget as part of their offer letters will also fall into the non-priority list. However, they can still apply for funding. Doctoral students can apply and receive funding after completing the comprehensive exams. In this latter case, priority will be given to proposals that request funding for data collection to help students complete their dissertations on time.

Award Size and Possible Uses:

Each award will be at most \$5K for faculty and \$2K for doctoral students. Awards cannot be used to purchase new computer equipment or software unless these are directly and clearly linked to the research project in the proposal and are unavailable or cannot be obtained through other University or College channels. In such cases, applicants must elaborate on these specialized technology needs. We encourage faculty and doctoral students to use funding to support the involvement and mentoring of undergraduate students as part of their projects and compensate them accordingly. It is also important to report such efforts using the RSRC 4033 course.

Research funding cannot be used for faculty or doctoral student travel or salary supplements. However, funding can be used to employ students to participate in a project.

Funding Levels:

Funding in the different areas will be set at the following levels on an annual basis:

- General topics: \$30K
- Issues related to U.S. – Mexico trade: \$20K
- Doctoral student research support: \$10K

All amounts and levels are subject to funding availability. Award recipients must abide by all UTEP policies and regulations. It is important to plan ahead as research funding can be exhausted early in the academic year.

Process and Selection Criteria:

Proposals can be submitted by October 1 or February 1 each academic year and will be reviewed shortly thereafter. Funds must be used within the same academic year. Any unused funds will not carry over to the following year.

Faculty and doctoral students must submit proposals to the Associate Dean for Faculty, Research, and Graduate Programs. A committee chaired by the associate dean and a faculty member representing each department will review applications and make award recommendations to the dean of the college.

The application must provide an extended abstract of the research to be undertaken and details about the data collection method and the use of funding. Researchers must also discuss their research development timetable for the project, including expected submission dates and target journals. The application must also include a budget with details about the anticipated expenditures.

Winning proposals will be selected based on the following criteria (not in order of importance):

- Clarity: does the proposal address all relevant issues as outlined above?
- Importance of funding: does the applicant clearly articulate the need for funding?
- Target journal(s): does the applicant intend to submit the paper to A* or A journals on the ABDC list at a minimum, and does the proposed research have the potential for publication at that journal level?
- Student engagement: does the project involve students, primarily UG students?
- For U.S.-Mexico trade and commerce research funding only: does the project provide a clear sense of purpose that it will involve research in this particular domain?
- Budget: does the applicant include a detailed budget outlining all proposed expenditures?
- Endorsement: a short statement from the department chair endorsing the application and ensuring that any prior expectations have been met, including a brown bag presentation.

While awards can be allocated to project “teams,” funding will be set at the same limits and conditions discussed previously.

Expectations:

Funding recipients must submit a report at the end of the academic year discussing their progress in submitting their paper(s) for review. If no journal submission has been made, a report must be filed each academic year until such submission materializes. Publications need to acknowledge this funding (Funding for data collection was provided by the Woody L. Hunt College of Business), and a copy of the forthcoming or published article must be sent to the associate dean. Lastly, all funding recipients must conduct a brown-bag presentation to share their research at any stage of the development and publication process and within a year after receiving funding. Eligibility for future funding will hinge on meeting the above expectations.

Sept 16, 2024