

# **The University of Texas at El Paso**

## **Faculty Incentive Program for Fellowship Recipients**

### **A. Introduction:**

Some prestigious fellowships are accompanied by stipends that are lower than standard University faculty salaries. In most cases, faculty members are expected to pay for both living expenses and research costs from the award. Meanwhile, they may be forced to take an unpaid leave of absence from their universities. This serves as a disincentive to faculty to pursue fellowship awards, inhibits professional development, and is contrary to the interests of the University in promoting faculty quality and becoming a national research university.

### **B. The Program:**

1. A University faculty member who is awarded a fellowship and who meets the conditions outlined below may elect to remain appointed at the faculty member's full nine-month academic salary for the duration of the approved fellowship, not to exceed one (1) year, with duties restricted to those established by the fellowship granting agency.
2. The fellowship participation shall not reduce benefits, retirement contributions, or time accrued toward tenure in any way. Any outside employment during the course of the fellowship will be subject to the terms of the fellowship and the applicable University rules and approval process.
3. Academic work load credit associated with the portion of the faculty member's salary funded by the University may be granted in accordance with University policy as well as The University of Texas System (UTS) Regents' Rule 31006.
4. The Department shall allot funds to pay the wages of those who fulfill the instructional and service duties of the faculty member at the University during the term of the fellowship. An amount equal to that allotment will be encumbered from the fellowship funds to contribute toward the regular salary and benefits of the faculty member; the remainder of the faculty member's nine-month salary and benefits will be paid by the Department. If fellowship funds remain after said encumbrance, those remaining funds will be made available to the faculty member in an appropriate University account to be used for expenses related to the completion of the fellowship project ("project related expenses"), following a budget prepared by the faculty member and approved by the faculty member's Department Chair and Dean. These project-related expenses may include summer salary if the faculty member works on the funded research during the months funded, and if sufficient funds are available.
5. The faculty member's annual performance evaluation will be conducted in accordance with University policy, but will be based only on the activities permitted by the fellowship granting agency (e.g., only research or creative activities).

6. Faculty participation in the Incentive Program is not mandatory. Faculty members may choose not to participate and have fellowship funds paid directly to them subject to the terms of the fellowship award and University policy.

### C. The Requirements for Program Participation:

1. The participant must be a full-time tenure-track or tenured faculty member in good standing at the University.
2. The fellowship funding must be from a competitive, prestigious award (see below) intended to cover at least one long semester of the faculty member's appointment.
3. The work proposed in the application for fellowship funding must further the faculty member's scholarly or creative career while being consistent with the mission of the University.
4. The amount of the fellowship award must be at least equal to the actual cost of covering the instructional and service responsibilities of the faculty member.
5. The fellowship award must be paid directly to the University. **Funding agency policies related to this condition vary, even within eligible fellowships listed below, and agencies may have flexibility in award distribution. It is the responsibility of prospective applicants for fellowships to verify fellowship award conditions independently prior to application for the award.**
6. The faculty member must obtain approval from the relevant Department Chair and Dean before applying for the fellowship. Approval is not automatic and may be delayed or withheld for a variety of reasons, including, but not limited to, the Department's inability to find a substitute for the faculty member's instructional or service responsibilities at the University, an excessive number of faculty absences in the relevant Department, or excessive absence from the Department of the requesting faculty member.
7. The faculty member shall return to the University for at least twelve (12) months immediately following the conclusion of the fellowship, or shall be responsible for reimbursing to the University the expenses arising from the faculty member's participation in this Program (i.e., additional salary, benefits, and research funding).

### D. Eligible Fellowships:

- American Council of Learned Societies Fellowship
- American Philosophical Society Fellowship
- Center for Advanced Study in the Visual Arts Fellowship
- Getty Center for Arts and Humanities Fellowship
- Harry Frank Guggenheim Fellowship
- Institute for Advanced Study Residency
- John Simon Guggenheim Memorial Foundation Fellowship
- Kellogg Foundation Fellowship
- Laurence S. Rockefeller Fellowship
- National Endowment for the Arts Fellowship

- National Endowment for the Humanities Fellowship
- National Humanities Center Fellowship
- Mellon Fellowship
- Robert Wood Johnson Policy Fellowship
- Smithsonian Institution Fellowship
- Stanford Humanities Center Fellowship
- Woodrow Wilson International Center for Scholars Fellowship

Other fellowships may be deemed eligible upon approval of the Department Chair and Dean.

### **E. An Illustrative Example:**

Dr. X, Associate Professor of History at UTEP, ordinarily makes a nine-month salary of \$60,000. With the approval of the Chair of the History Department and the Dean of Liberal Arts, she pursues a fellowship from the National Endowment for the Humanities (NEH) to do archival work in Mexico City. She is awarded a twelve-month stipend of \$50,400 by the NEH for her work. The NEH prohibits the recipient from teaching during the twelve months of the award. The fellowship funds are paid directly to the University. Dr. X goes to Mexico City to do the work, remains a full-time UTEP employee, and is paid \$60,000 in regular salary, plus full benefits. Academic workload credit is adjusted in accordance with University policy and UTS Regents' Rules. The Department of History pays \$18,000 to part-time lecturers to cover the six courses that Dr. X would have ordinarily taught. The Department also pays \$5,500 to provide a month of summer salary and benefits to another History faculty member who covers the departmental graduate student advising responsibilities that Dr. X would have been assigned that year. From the fellowship funds, \$23,500 is devoted to regular salary and benefits for Dr. X; the Department pays the final \$36,500 of Dr. X's salary and associated benefits for the year. The remaining \$26,900 in fellowship funds is then placed in the proper University account to be used for expenses related to the completion of the project, following a budget prepared by Dr. X and approved by the Chair of the History Department and the Dean of Liberal Arts. Dr. X elects to spend \$20,000 of those funds to pay her salary for the three summer months she will work on the fellowship project, and uses the remaining \$6,900 for fellowship project travel.

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