KEAN

AY 24-25 Released Time for Research

APPLICATION INFORMATION

To apply for RTR in AY24-25, please email interfolio@kean.edu no later than Friday, January 12, 2024 to request a case packet. Applications are due by Friday, January 26, 2024.

Materials Required in the RTR Application for AY 24-25 include:

1. Updated Curriculum Vitae
2. RTR Application Form
3. RTR Verification Form

The AY 24-25 RTR Application Form Includes the Following Fields:

1. Name, Academic Rank, Department

2. Title of Project *(20-word maximum)*

3. Brief Description of Project: This should be a concise statement of the proposal goal, with clearly stated objectives and expected outcomes for the project (e.g., peer-reviewed article, book chapter, etc.). Projects that are expected to result in peer-reviewed scholarly publications or inclusion in refereed/juried exhibits or performances will receive preference over projects resulting only in conference papers (conference papers en route to publication are acceptable) or other ephemeral products. If you received research release for AY 23-24 please provide a statement on research activities undertaken to date and explain how your research plan will be updated based on demonstrated progress. *(350-word maximum)*

Questions 4-7 only apply to applicants with current RTR projects (AY 23-24):

4. *Please indicate status on the following:*

	In Progress	*Scheduled*	*Complete*
Data Collection			
Data Analysis			
Draft Manuscripts			
Conference Presentations			
Submission of Publications/Scholarly/Creative Work			

5. *For non-traditional scholarship (i.e. works of art, including performing, visual, or literary arts), please explain the status of your creative work separately from the chart above.*

6. *If you indicated "in progress" or "scheduled" for any of the items above, please indicate a projected completion date.*

7. *Challenges (if applicable) - Are there are any issues that have impacted the development and implementation of your project to date? Please detail the impact these challenges may have on the achievement of anticipated results and how you plan to address them before the end of the current award cycle (June 30, 2024).*

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8. Provide a **timeline** for the AY 24-25 proposed project: Discuss what you plan to achieve with released time during AY 24-25 and how this work fits within the larger context of your research. *(200-word maximum)*

9. Describe the procedures and **methods** you will use: Provide a statement demonstrating that you are conversant in the research methods and that you have the skills and resources necessary to achieve the anticipated research outcomes. *(200-word maximum)*

10. To what journal, publisher, performance venue, or gallery will the completed project be submitted? Please describe how publication/inclusion in this venue is a mark of distinction and be specific (e.g., specify the journal for peer-reviewed articles; specify the university press for a book chapter, prospectus, or one or more chapters in a multi-chapter academic work, etc.). *(200-word maximum)*

11. Describe your plans for external funding requests or grant submissions, and indicate status if applicable (i.e., in preparation, submitted, ranked, etc.)

12. If this is a portion of a larger project, please describe what you intend to complete during the released time (e.g., two book chapters). *(200-word maximum)*

13. If this is a collaborative project, list any collaborators who may be involved, identify the role of each, and outline what your unique contribution will be. *(200-word maximum)*

14. Does your research involve the use of human subjects? If yes, indicate IRB application status (in progress, pending review, approved). Additionally, does your research involve the use of students (graduate or undergraduate?). If yes, briefly explain their role.

15. Identify the category of scholarship (Discovery, Scholarship of Teaching & Learning, Integration, Application, Engagement, Aesthetic Creation, Other)

16. Identify NSF HERD R&D Type & Fields – drop down menus *(see NSF HERD Guide Below)*

The RTR Verification Form Includes the Following Fields:

1. Confirm the following - I understand that if awarded RTR, I must:
    a. Submit a final progress report through Interfolio at the end of the academic year, no later than June 30
    b. Provide, upon request, information necessary for Carnegie R2 consideration and for reporting on University efforts on curricular and pedagogical initiatives and implementation of OER.
    c. Create a full faculty biography for inclusion on kean.edu
    d. Participate in Kean Research Days, presenting the work completed to date.

2. I understand that I will not be permitted to receive an overload teaching assignment during a period of research release time whether from internal or external sources.

Office of Research & Sponsored Program

NSF HERD Guide

NSF HERD R&D Definition:

R&D is a creative and systematic work undertaken in order to increase the stock of knowledge - including knowledge of humankind, culture, and society - and to devise new applications of available knowledge. R&D covers three activities defined below:

- **Basic research:** Experimental or theoretical work undertaken primarily to acquire new knowledge of the underlying foundations of phenomena and observable facts, without any particular application or use in view.
- **Applied research:** Original investigation undertaken in order to acquire new knowledge. It is directed primarily towards a specific, practical aim or objective.
- **Experimental development:** Systematic work, drawing on knowledge gained from research and practical experience and producing additional knowledge, which is directed to producing new products or processes or to improving existing products or processes.

HERD Disciplines:

A. Computer and Information Sciences

- Artificial intelligence
- Computer and information technology administration and management
- Computer science
- Computer software and media applications
- Computer systems analysis
- Computer systems networking and telecommunications
- Data processing
- Information sciences, studies
- Information technology

B. Engineering

1. **Aerospace, Aeronautical, and Astronautical Engineering**
   - Aerodynamics
   - Aerospace engineering
   - Space technology
2. **Bioengineering and Biomedical Engineering**
   - Biological and biosystems engineering
   - Biomaterials engineering
   - Biomedical technology
   - Medical engineering
3. **Chemical Engineering**
   - Biochemical engineering
   - Chemical and biomolecular engineering
   - Engineering chemistry
   - Paper science
   - Petroleum refining process
   - Polymer, plastics engineering
4. **Civil Engineering**
   - Architectural engineering
   - Construction engineering
   - Engineering management, administration
   - Environmental, environmental health engineering
   - Geotechnical and geoenvironmental engineering
   - Sanitary engineering
   - Structural engineering
   - Surveying engineering
   - Transportation and highway engineering
   - Water resources engineering
5. **Electrical, Electronic, and Communications Engineering**
   - Communications engineering
   - Computer engineering
   - Computer hardware engineering
   - Computer software engineering
   - Electrical and electronics engineering
   - Laser and optical engineering
   - Power
   - Telecommunications engineering
6. **Industrial and Manufacturing Engineering**
   - Industrial engineering
   - Manufacturing engineering
   - Operations research
   - Systems engineering
7. **Mechanical Engineering**
   - Electromechanical engineering
   - Mechatronics, robotics, and automation engineering
8. **Metallurgical and Materials Engineering**
   - Ceramic sciences and engineering
   - Geophysical, geological engineering
   - Materials engineering
   - Metallurgical engineering
   - Mining and mineral engineering
   - Textile sciences and engineering
   - Welding
9. **Other Engineering**
   - Agricultural engineering
   - Engineering design
   - Engineering mechanics, physics, and science
   - Engineering physics
   - Engineering science
   - Forest engineering
   - Nanotechnology
   - Naval architecture and marine engineering
   - Nuclear engineering
   - Ocean engineering
   - Petroleum engineering

   Other engineering fields that cannot be classified using the fields listed above

Examples of Disciplines: Geosciences, Atmospheric Sciences, and Ocean Sciences Fields of R&D

C. Geosciences, Atmospheric Sciences, and Ocean Sciences

1. Atmospheric Science and Meteorology
- Aeronomy
- Atmospheric chemistry and climatology
- Atmospheric physics and dynamics
- Extraterrestrial atmospheres
- Meteorology
- Solar
- Weather modification

2. Geological and Earth Sciences
- Earth and planetary sciences
- Geochemistry
- Geodesy and gravity
- Geology
- Geomagnetism
- Geophysics and seismology
- Hydrology and water resources
- Minerology and petrology
- Paleomagnetism
- Paleontology
- Physical geography
- Stratigraphy and sedimentation
- Surveying

3. Ocean Sciences and Marine Sciences
- Biological oceanography
- Geological oceanography
- Marine biology
- Marine oceanography
- Marine sciences
- Oceanography, chemical and physical

4. Other Geosciences, Atmospheric Sciences, and Ocean Sciences
- Other fields that cannot be classified using the fields listed above

Examples of Disciplines: Life Sciences Fields of R&D

D. Life Sciences

1. Agricultural Sciences
- Agricultural business and management
- Agricultural chemistry
- Agricultural engineering—report in Engineering
- Agricultural production operations
- Animal sciences
- Applied horticulture and horticultural business services
- Aquaculture
- Food science and technology
- International agriculture
- Plant sciences
- Soil sciences
- Veterinary biomedical and clinical sciences
- Veterinary medicine
- Wood science

2. Biological and Biomedical Sciences
- Allergies and immunology
- Biochemistry, biophysics, and molecular biology
- Biogeography
- Biology and biomedical sciences, general
- Biomathematics, bioinformatics, and computational biology
- Biotechnology
- Botany and plant biology
- Cell, cellular biology, and anatomical sciences
- Epidemiology, ecology and population biology
- Foods, nutrition, and wellness studies
- Genetics
- Microbiological sciences and immunology
- Molecular medicine
- Neurobiology and neuroscience
- Pharmacology and toxicology
- Physiology, pathology and related sciences
- Zoology, animal biology

3. Health Sciences
- Advanced, graduate dentistry and oral sciences
- Allied health and medical assisting services
- Bioethics, medical ethics
- Clinical medicine research
- Clinical/medical laboratory science/research and allied professions
- Communication disorders sciences and services
- Dentistry
- Dietetics and clinical nutrition services
- Health and medical administrative services
- Health, medical preparatory programs
- Gerontology, health sciences
- Kinesiology and exercise science
- Medical clinical science, graduate medical studies
- Medical illustration and informatics
- Medicine
- Mental health
- Optometry
- Osteopathic medicine, osteopathy
- Pharmacy, pharmaceutical sciences, and administration
- Podiatric medicine, podiatry
- Public health
- Radiological science
- Registered nursing, nursing administration, nursing research and clinical nursing
- Rehabilitation and therapeutic professions
- Zoology

4. Natural Resources and Conservation
- Fishing and fisheries sciences and management
- Forestry
- Natural resources conservation and research
- Natural resources management and policy
- Renewable natural resources
- Wildlife and wildlands science and management

5. Other Life Sciences
- Other life sciences that cannot be classified using the fields listed above

Examples of Disciplines: Mathematics and Statistics, Physical Sciences, and Psychology Fields of R&D

E. Mathematics and Statistics
- Applied mathematics
- Mathematics
- Statistics

F. Physical Sciences

1. Astronomy and Astrophysics
- Astronomy
- Astrophysics
- Planetary astronomy and science

2. Chemistry (except Biochemistry—report in Biological and Biomedical Sciences)
- Analytical chemistry
- Chemical physics
- Environmental chemistry
- Forensic chemistry
- Inorganic chemistry
- Organic chemistry
- Organo-metallic chemistry
- Physical chemistry
- Polymer chemistry+L60
- Theoretical chemistry

3. Materials Science
- Materials chemistry
- Materials science

4. Physics
- Acoustics
- Atomic, molecular physics
- Condensed matter and materials physics
- Elementary particle physics
- Mathematical physics
- Nuclear physics
- Optics, optical sciences
- Plasma, high-temperature physics
- Theoretical physics

5. Other Physical Sciences
- Other physical sciences that cannot be classified using the fields listed above

G. Psychology
- Clinical psychology
- Counseling and applied psychology
- Human development
- Research and experimental psychology

Examples of Disciplines: Social Sciences and Other Sciences Fields of R&D

H. Social Sciences

1. Anthropology
- Cultural anthropology
- Medical anthropology
- Physical and biological anthropology

2. Economics
- Agricultural economics
- Applied economics
- Business development
- Development economics and international development
- Econometrics and quantitative economics
- Industrial economics
- International economics
- Labor economics
- Managerial economics
- Natural resources economics
- Public finance and fiscal policy

3. Political Science and Government
- Comparative government
- Government
- Legal systems
- Political economy
- Political science
- Political theory

4. Sociology, Demography, and Population Studies
- Comparative and historical sociology
- Complex organizations
- Cultural and social structure
- Demography and population studies
- Group interactions
- Rural sociology
- Social problems and welfare theory
- Sociology

5. Other Social Sciences
- Archeology
- Area, ethnic, cultural, gender, and group studies
- Cartography
- Criminal science and corrections
- Criminology
- Geography
- Gerontology, social sciences
- History and philosophy of science and technology
- International relations and national security studies
- Linguistics
- Public policy analysis
- Regional studies
- Urban studies, affairs

I. Other Sciences

Use this category for R&D that involves at least one S&E field (rows A–H) if it is impossible to report multidisciplinary or interdisciplinary R&D expenditures in specific fields.

Examples of Disciplines: Non-S&E Fields of R&D

J. Non-S&E Fields

1. Business Management and Business Administration
- Business administration
- Business management
- Business, managerial economics
- Management information systems and services
- Marketing management and research

2. Communication and Communications Technologies
- Communication and media studies
- Communications technologies
- Journalism
- Radio, television, and digital communication

3. Education
- Education administration and supervision
- Education research
- Teacher education, specific levels and methods
- Teaching fields

4. Humanities
- English language and literature, letters
- Foreign languages and literatures
- History
- Humanities, general
- Liberal arts and sciences
- Philosophy and religious studies
- Theology and religious vocations

5. Law
- Law
- Legal studies

6. Social Work
(no specific examples)

7. Visual and Performing Arts
- Drama, theatre arts and stagecraft
- Film, video, and photographic arts
- Fine and studio arts
- Music

8. Other Non-S&E Fields
- Architecture
- City, urban, community and regional planning
- Family, consumer sciences and human sciences
- Landscape architecture
- Library science
- Military technology and applied science
- Parks, sports, recreation, leisure and fitness
- Public administration and public affairs
- Other non-S&E fields that cannot be classified using the fields listed above

Also, use this category for R&D that involves multiple non-S&E fields if it is impossible to report multidisciplinary or interdisciplinary R&D expenditures in specific fields.