Vision

The University of La Verne offers a quality education that prepares students for a full range of life experiences, including graduate study and professional careers. Faculty of the University are encouraged to keep pace with their ever-changing fields of expertise and to contribute to these changes. A University-wide commitment to research is thus essential to student learning, University reputation, and faculty growth.

The faculty of ULV must prepare their graduates to meet the demands of a competitive and technologically sophisticated world while encouraging a spirit of cooperation and of respect for the life of the mind. The University's emphasis on quality teaching has been expanded to stress students/faculty research projects and to encourage faculty research which invigorates quality teaching. As teachers ULV faculty do not simply transmit information to students; they model active learning and intellectual curiosity. As scholars ULV faculty have a responsibility to contribute to the advancement of learning in their disciplines. The University of La Verne aims at creating a balanced, vital, and practical teaching/learning/research environment.

Goals

The goals of funding of faculty research are tightly interrelated:
1) To improve student education
2) To enhance ULV local and national reputation
3) To encourage faculty growth and scholarship
4) To increase funding to ULV
5) To serve the community through research activities

When a university supports a research program, students receive a better education. Research reinforces concepts, theories, and techniques learned in the classroom and laboratory, while providing another forum for faculty to share their expertise. Research is also a pedagogical tool and an expression of the faculty's training and profession. Rather than making research a primary goal, as at other institutions, ULV faculty research program aims at integrating teaching and research interests and to use each to enhance the other. In the process, research enhances the public image and reputation of the University, resulting in higher enrollments, increases in the quality of students applying, and additional revenue in the form of grants and patents.

Policies

1. The Faculty Research Committee (FRC) works with University Relations to promote support and fund-raising for faculty research, including assistance in grant writing, identification of sources for research funding, and meeting with donors and foundations.

2. Each year the FRC nominates to the Provost recipients of Major Grants, defined as a grant of between $2,500 and $5,000. These Fellowships are designed as a catalyst for the completion by regular contracted faculty of a major research project beyond the terminal degree that will result in a major publication or representation recognized by the wider scholarly community.

3. The FRC disperses smaller ULV Research Assistance Grants without course releases to regular contracted faculty to assist in research projects/creative activity of varying sizes.
4. The FRC also grants each year three course releases for research. Recipients of course releases must agree not to teach any course overloads during the term in which they receive their course releases.

5. The FRC promotes an awareness of faculty research and publications on the ULV campus, including nominating to the President a recipient for Scholar of the Year at the Annual Awards ceremony.

6. Research Committee grants are not awarded to one-year faculty appointees, and Major Grants are not made to the same person two years in a row. Research Committee grants are not awarded for the writing of textbooks nor for subvention of publication. Grant money cannot be paid as a stipend to the grantee. Transportation and lodging can be funded for legitimate research trips (e.g., to research libraries or museums), but meals cannot be funded. Research Committee grants cannot be used to purchase standard computer hardware.

7. Faculty members may use grant money while on sabbatical leave.

8. Normally, after a faculty member’s research project is complete, books purchased with grant funds by the faculty member become part of Wilson Library’s collection. Similarly, equipment and data purchased with grant funds normally become department property following the conclusion of the faculty member’s project.

**Procedures**

1. The Provost requests proposals for research grants and course releases for research by December 15 to be used in the following academic year. Completed applications are due in the Provost’s Office no later than the February 15 preceding the academic year for which the grant or course release is requested.

2. Applicants for a Major Grant must submit to the Provost the application form and
   a) A 5-page project proposal with updated bibliography, publication plans, and detailed budget. In addition to the applicant’s signature, this document needs to be signed by the department chair and the dean of the applicant’s college.
   b) An updated curriculum vitae accompanied by any work relevant to the proposal.
   c) The names of two referees outside the University with expertise in the field of the proposal.

3. Applicants for Research Assistance Grants submit to the Provost an application form with a two-page description of their project, an updated curriculum vita, and a detailed budget proposal. The project description requires the applicant’s signature, the department chair’s signature, and the signature of the dean of the applicant’s college. Applications for Major Grants that are not selected for funding by the Faculty Research Committee are automatically placed in the Research Assistance Grant applications pool.

4. Applicants for course releases for research submit to the Provost an application form with a two-page description of their project and an updated curriculum vita. The project description requires the applicant’s signature, the department chair’s signature, and the signature of the dean of the applicant’s college.

5. The Faculty Research Committee nominates to the Provost recipients of Major Grants, Research Assistance Grants, and course releases for research on the basis of each proposal’s scholarly significance or artistic merit, feasibility, and ability to enhance ULV reputation.

6. Recipients are generally notified by May 15 to enable them to plan for course releases and to
apply for additional or matching funds elsewhere.

7. The Provost notifies the Vice-President of University Relations of the recipients in order that he/she might assist in obtaining additional funding for the project by meeting with potential donors to the specific project and the funding of research in general.

8. Money is only dispersed on submission of a completed, signed University Expense Report with attached receipts.

9. Course releases are processed through the appropriate Dean’s office in conjunction with the Associate Vice President for Academic Affairs.

10. A report on the funded research project is due to the Provost and Faculty Research Committee at the end of the grant period. Major Grant recipients are also obliged to present a lecture on the funded research to the wider ULV community.