

MEMORANDUM

TO: Vita Rabinowitz, Provost

FROM: Jennifer S. Rubain, Esq., University Dean for Recruitment and Diversity



DATE: September 12, 2014

RE: Faculty Fellowship Publication Program (FFPP) 2014-2015

The Faculty Fellowship Publication Program (FFPP), sponsored by the Office of Recruitment and Diversity, is a University-wide initiative developed to assist full-time, untenured faculty in the design and execution of scholarly writing projects. Faculty selected for participation in the program will begin an intensive orientation this December. During the spring semester, participants will attend group sessions and one-on-one meetings with an assigned mentor for continued support of their writing projects.

Due to the rigorous program requirements, faculty chosen will receive three hours of reassigned time for the Spring 2015 semester. The reassigned time will be funded by the University. Since reassigned time will be provided, program participants must receive a letter of endorsement from the college provost and department chairperson.

Attached is the list of eligible faculty from your institution and the program announcement, which includes eligibility requirements, and the application cover sheet. My office has already notified those listed about the program and the application deadline of October 24, 2014.

The program is an integral component of the University's commitment to diversity. Although it is open to all faculty members who meet the eligibility requirements, CUNY's protected groups, including Italian Americans, are especially encouraged to apply.

As always, this program is subject to funding availability. Updates on the program can be found at:
<http://www.cuny.edu/about/administration/offices/ohrm/diversity/Retention/FFPP.html>

Thank you for your continued support of the Faculty Fellowship Publication Program.

cc: President Jennifer Raab
Dean John Rose, Esq.
Robert J. Buckley

encs: List of Eligible Faculty
FFPP Application and Cover Sheet
FFPP Announcement Flyer

Hunter College Eligible Faculty FFPP 2014-2015

FACULTY NAME	DEPARTMENT	EMAIL
Laura Baecher	Curriculum & Teaching	lbaecher@hunter.cuny.edu
Kenya Beard	School of Nursing	kbeard@hunter.cuny.edu
Giulia Bencini	Speech Lang Path & Audiology	gbencini@hunter.cuny.edu
Michael Benediktsson	Sociology	mbenedik@hunter.cuny.edu
Kelvin Black	English	kbl@hunter.cuny.edu
Reuben Blundell	Music	rblundel@hunter.cuny.edu
Carmen Brown	Curriculum & Teaching	cb95@hunter.cuny.edu
Dong Shin Chang	Theater	dch0039@hunter.cuny.edu
Wen Shing Chou	Art	wchou@hunter.cuny.edu
Ignasi Clementepesudo	Anthropology	iclement@hunter.cuny.edu
Brian Collins	Curriculum & Teaching	bcollins@hunter.cuny.edu
Eduardo Contreras	History	econtre@hunter.cuny.edu
Kelle Cruz	Physics & Astronomy	kcr0007@hunter.cuny.edu
Christine Cutugno	School of Nursing	ccutugno@hunter.cuny.edu
Thomas DeGloma	Sociology	tdegloma@hunter.cuny.edu
Philip Ewell	Music	pewell@hunter.cuny.edu
Carson Farmer	Geography	cf325@hunter.cuny.edu
Timothy Farnsworth	Curriculum & Teaching	tfarnsw@hunter.cuny.edu
Ann Gaba	School of Urban Public Health	agaba@hunter.cuny.edu
Christine Ganzer	School of Nursing	cganzer@hunter.cuny.edu
Justin Garson	Philosophy	jgarson@hunter.cuny.edu
Christopher Gilbert	Anthropology	cgilbert@hunter.cuny.edu
Nancy Giunta	School Of Social Work	ngiunta@hunter.cuny.edu
Jeremy Glick	English	jglic@hunter.cuny.edu
Lorie Goshin	School of Nursing	lgoshin@hunter.cuny.edu
Billy Herman	Film And Media Studies	bherman@hunter.cuny.edu
Mande Holford	Chemistry	mholford@hunter.cuny.edu
Michael Hoyt	Psychology	mho0015@hunter.cuny.edu
Carolyn Kane	Film And Media Studies	carolyn.kane@hunter.cuny.edu
Herbert Karpatkin	Physical Therapy	hkarpatk@hunter.cuny.edu
John Keegan	Ed Foundations & Counslg Pgms	jkeega@hunter.cuny.edu
Elizabeth Kelvin	School of Urban Public Health	ekelvin@hunter.cuny.edu
Carsten Kessler	Geography	ck482@hunter.cuny.edu
Tatyana Khodorovskiy	Mathematics And Statistics	tk20@hunter.cuny.edu
Yukiko Koga	Anthropology	ykoga@hunter.cuny.edu
Marina Lalayants	School Of Social Work	mlalayan@hunter.cuny.edu
Matthew Lasner	Urban Affairs & Planning	mlasner@hunter.cuny.edu
Michael Lee	Political Science	ml1124@hunter.cuny.edu
May May Leung	School of Urban Public Health	mle0064@hunter.cuny.edu
Hyungsik Lim	Physics & Astronomy	hli0036@hunter.cuny.edu
Michelle Macroy-Higgins	Speech Lang Path & Audiology	mmacroy@hunter.cuny.edu
Robyn Marasco	Political Science	rmarasco@hunter.cuny.edu
Daniel Margocsy	History	dmargocs@hunter.cuny.edu
Paul McPherron	English	pm39@hunter.cuny.edu
Elidor Mehilli	History	em705@hunter.cuny.edu
Saadeddine Mneimneh	Computer Science	saad@hunter.cuny.edu

Hunter College Eligible Faculty FFPP 2014-2015

Veronica Muller	Ed Foundations & Counslg Pgms	vmuller@hunter.cuny.edu
Janet Neary	English	jneary@hunter.cuny.edu
Ronald Neath	Mathematics And Statistics	rneath@hunter.cuny.edu
Sonali Perera	English	sperer@hunter.cuny.edu
Lacey Peters	Curriculum & Teaching	lp10@hunter.cuny.edu
Jonathan Prince	School Of Social Work	jprin@hunter.cuny.edu
Christine Rosalia	Curriculum & Teaching	crosalia@hunter.cuny.edu
Jessica Rothman	Anthropology	jrothma@hunter.cuny.edu
Jennifer Samson	Special Education	jsams@hunter.cuny.edu
Melissa Schieble	Curriculum & Teaching	mschiebl@hunter.cuny.edu
Debbie Sonu	Curriculum & Teaching	dsonu@hunter.cuny.edu
Fang Sun	Economics	fsun@hunter.cuny.edu
Victor Torres-Velez	Africana & Puerto Rican/Latin	vtorresv@hunter.cuny.edu
Julie Van Peteghem	Romance Languages	jv41@hunter.cuny.edu
Iryna Vushko	History	iv30@hunter.cuny.edu
Levi Waldron	School of Urban Public Health	lw391@hunter.cuny.edu
Cynthia Walley	Ed Foundations & Counslg Pgms	cwalley@hunter.cuny.edu
Mariann Weierich	Psychology	mweieric@hunter.cuny.edu
Brooke Wells	Psychology	bwells@hunter.cuny.edu
Jason Wirtz	Curriculum & Teaching	jwirtz@hunter.cuny.edu
Katarzyna Wyka	School of Urban Public Health	kwyka@hunter.cuny.edu
Tara Joy Zanardi	Art	tzanardi@hunter.cuny.edu
Shengping Zheng	Chemistry	szh0007@hunter.cuny.edu
Maura Donohue	Music	mdono@hunter.cuny.edu

**Office of Recruitment and Diversity (ORD)
Faculty Fellowship Publication Program (FFPP)**

**Call for Proposals
Academic Year 2014-2015**

Deadline for Proposal Submission Friday October 24, 2014

PROGRAM PURPOSE & DESCRIPTION

The Faculty Fellowship Publication Program (FFPP) is sponsored by the Office of the Dean for Recruitment and Diversity in order to advance CUNY's institutional commitment to diversity. This University-wide initiative assists full-time untenured CUNY faculty (assistant professors) in the design and execution of writing projects essential to progress toward tenure. These projects may include research-based scholarly articles for juried journals, books for academic presses and creative writing projects. This program provides three credit hours of course release for the spring semester, a discipline-based writing group, and the guidance of a senior faculty member.

For the 2014-2015 academic year, FFPP Proposals are being accepted from eligible faculty in the following disciplines:

- Creative Writing/Film
- Education
- English
- Ethnic and Gender Studies
- Humanities
- Social Sciences

ELIGIBILITY

The faculty member may not be a past participant and must:

- Be an untenured assistant professor hired on a tenure-track line, on or between September 2008 and September 2013
- Be reappointed for academic year 2014-2015, and
- Have a doctorate or required terminal degree for teaching in their discipline (e.g., MFA for faculty in creative writing and/or film programs).

SUBMISSION DEADLINE & NOTIFICATION DATES

Submission deadline: on or before Friday October 24, 2014
Notification of decision: Friday November 21, 2014

REVIEW & EVALUATION CRITERIA

The following parameters are considered when reviewing and evaluating FFPP Proposals.

- The overall quality, organization and clarity of the proposal
- The relevance and impact of the proposal to the applicant's discipline
- Prior work that demonstrates scholarly accomplishment
- Significance of the proposal to diversity and inclusion in higher education

PROGRAM TIMELINES

If your FFPP Proposal is accepted, you are required to attend the Orientation, Publishers' Roundtable and eight Writing Groups. Location is the CCNY Center for Worker Education at 25 Broadway, 7th floor, and dates are as follows:

- **Orientation** Friday December 12, 10am-2pm
- **Publishers' Roundtable** Friday March 27, 10am-1pm
- **Writing Groups** Friday January 30, February 13, February 27, March 13, April 17, April 24, May 1, May 8; all meet at 10am-1pm

POST-PROGRAM EVALUATION

You will be expected to complete a brief survey that describes your experience with the program.

HOW TO APPLY

Please email your FFPP Proposal to FFPP.ord@mail.cuny.edu as one PDF file or Word document containing all of the following:

1. **FFPP Proposal Cover Sheet** (on campus letterhead if possible) providing:
 - Applicant name, rank, campus, and department
 - Date of initial full-time appointment as assistant professor
 - Home address, telephone numbers, and e-mail address
2. **FFPP Proposal Components**
 - **Proposal Title**
 - **Abstract**, 100 words
 - **Diversity Statement**, 250 words, discussing your efforts toward fostering diversity in the academy through scholarship, creative projects, and/or work with students or faculty.
 - **Proposal Narrative**, 750 to 1000 words
 - A current **Curriculum Vitae**, and
 - **Two Letters**, one from your department chair and one from your provost, supporting reassignment of three of your contractual teaching hours in the spring 2015 term to allow for your participation in the program. FFPP provides funding to campuses for adjunct coverage for those reassigned teaching hours.

**You will receive an email confirming receipt of your FFPP Proposal.
If you do not receive this email, please call Maryann McKenzie at 646-664-3297.**



Office of Human Resources Management
Recruitment and Diversity
205 East 42nd Street, 10th Floor
New York, NY 10017
Tel: 646-664-3307
Fax: 646-664-2962

**Office of Recruitment and Diversity
Faculty Fellowship Publication Program (FFPP)**

FFPP Proposal Cover Sheet

Applicant Name:

Rank:

Campus:

Campus Address:

Campus Phone:

Campus Email Address:

Department:

Date of Initial Full-time Appointment:

Home Address:

Home Phone:

Home Email Address:

Proposal Title:

Check List of FFPP Proposal Requirements

- FFPP Proposal Cover Sheet** (printed on campus letterhead)
- Proposal Title**
- Abstract**, 100 words
- Diversity Statement**, 250 words
- Proposal Narrative**, 750-1000 words
- Current Curriculum Vitae**
- Two Letters of Support** – Provost & Department Chair

Please note that all the requirements listed above must be submitted as one PDF file or Word document. Please number all the pages, with this Cover Sheet as the first page, double-spaced, with one-inch margins. Your two supporting letters, one from the Provost and one from the Department Chair, should have as the subject line the college and your name as the applicant. A complete application, containing all the requirements, should be emailed to FFPP.ord@mail.cuny.edu.

Deadline for FFPP Proposal Submission – Friday October 24, 2014