

Scholarly Reassigned Time Award Policy

The College of Staten Island highly values excellence in scholarly work and is committed to allocate additional resources on a regular basis to further enhance performance in this area. Scholarship – for the purpose of this policy – is defined broadly to include the scholarship of discovery, pedagogy and artistic accomplishments. Expanding on the recent pilot program, the College will continue awarding Scholarly Reassigned Time Awards annually in recognition of recent scholarly accomplishments.

Timing:

- Awards for an academic year are solicited and announced during the preceding spring semester.
- Scholarly work eligible for nomination must be completed and published or performed during the calendar year preceding the year of the award.

Eligibility:

- Only tenured members of the faculty are eligible for this award.
- Faculty members receiving reassigned time during an academic year for external grants are not eligible for the award that same year.
- Only accomplishments exceeding departmental standards are eligible for nominations.

Process:

- Nominations are made by chairs and are based upon the recommendations of the departmental appointments committee.
- Nominations must include a current CV and a letter describing the significance of the accomplishments during the previous calendar year.
- Nominations must be received by March 31 and should be sent to Jessica Stein in the Provost's Office.
- Departmental nominations are examined by an award committee consisting of the academic deans and selected members of the Faculty Senate Research Committee, which then makes recommendations to the Provost.
- The Provost makes the final decision regarding all awards.