Dean's Travel Fund

College of Art & Architecture

University of Idaho

Criteria

Maximum available to eligible members: $500.00 per year.

Minimum: $250.00

Purpose:

To address the University of Idaho's Strategic Plan Scholarly and Creative Activity Goal stating we will "Achieve excellence in scholarship and creative activity through an institutional culture that values and promotes strong academic areas and interdisciplinary collaboration among them," Objective A, "Promote an environment that increases faculty engagement in interdisciplinary scholarship."

In addition, the College of Art and Architecture's Mission consists of five integrated parts. Our Research Mission confirms that "We will engage in scholarship which advances the teaching, practice and knowledge in our professions, challenges and inspires our faculty, and addresses important quality-of-life issues facing citizens of Idaho and the world."

Eligibility:

All non tenured, tenure track faculty members in the College of Art & Architecture who are not on sabbatical, faculty development or other leave. Travel must be approved by the Provost's Office.

Types of travel expenses funded:

- Transportation, per diem, lodging, and conference registration to a) present a paper at competitive, peer- reviewed conference, b) hang or attend an opening of one's solo, regional or nation, peer-reviewed exhibition, c) review galleys or major revisions of academic book manuscripts in nationally recognized presses, d) present a seminar or workshop at a nationally significant conference that will lead to a peer-reviewed product.
- Costs associate with shipping, transporting, or mailing creative products to one of the above venues.

Selection criteria:

- Aligns with, promotes and/or strengthens University of Idaho and College of Art & Architecture strategic goals and objectives.
- Aligns with, promotes and/or strengthens University Blue Ribbon Initiatives.

- Highest priority goes to nationally significant, tier one, blind peer-reviewed venues as appropriate for the discipline.
- At a minimum, has regional or national significance as well as some form of peer-review.
- Evidence must be provided that an attempt is being made to publish conference papers in a tier one or tier two, blind peer-reviewed journals.
- Evidence must be provided that an attempt is being made to disseminate artwork on a national level.

Submittal requirements:

- Completed application form.
- Abstract of paper, photographs of work, and other evidence of substantially complete scholarship.
- Copy of letter of acceptance from conference sponsor, letter of confirmation of solo, regional or national exhibition, letter explaining why travel is required to review manuscript, or invitation to present scholarly workshop.

Responsibilities of traveler:

- Attend the venue and present scholarship.
- In the case of conference presentations, attend all or most conference activities including educational sessions, receptions, opening and closing ceremonies and other activities that p
- Provide opportunities to represent UI and the College of Art & Architecture.
- Document the scholarship on annual evaluation.
- Provide information regarding honorariums, payment, art sales or other remunerations which will be deducted from CAA Dean's Travel Fund support. The traveler is responsible to notify CAA of such remunerations.

- **Requirements after completion of travel:**

- Submit full text and power point templates of presentation, any brochures, announcements or catalogues of exhibition, workshop outline/agenda, final manuscript or other documentation of attendance and participation to Dean's Office.

- Present work at a ½ hour presentation to CAA faculty and students at a college or department symposium, brown bag lunch or similar venue. The Dean's office will schedule these events.