

COS RIA Workshop

11.27.18

Agenda

- General RIA Information
- Application
- Tips on RIA
 - General Advice
 - Committee Trends
- System Navigation
- Questions

General RIA Information

- Research Incentive Award
 - Recognizes outstanding research, scholarly, or creative activity that advances the body of knowledge in a particular field, including interdisciplinary research and collaborations. This award recognizes employee contributions to UCF's key goal of achieving international prominence in research and creative activities.
- <https://facultyexcellence.ucf.edu/recognition/research-incentive-award/>
Schedule, Training manual, Procedures (dossier contents, criteria)
- <https://sciences.ucf.edu/facultyaffairs/awards/research-incentive-award/>
Past workshop slideshows, past winners, etc.

General Info Continued

- Eligibility
 - Full-time tenured or tenure-earning faculty with five years continuous service since August 8, 2014.
 - Cannot have won a RIA in 2014-15 or more recently.
- For 2018-19 COS can award up to 14 RIAs.
 - Approx. 25 people have indicated that they intend to apply.
- System opened 11/19.
- **Submission deadline 11:59pm 12/13/18.**

Application

- RIA applications are submitted through online system.
 - [RIA Applicant Training Manual](#)
- More concise application than in “the binder” years
- **Application Sections - Text Boxes**
 - **Research Primary** - Text Box (100 words)
 - Describe primary area of research or creative activity
 - **Research Secondary** – Text Box (100 words)
 - If applicable, describe your secondary areas of interest
 - **Achievements and Recognition** – Text Box (500 words)
 - This is your area to talk yourself up. Make your case.
 - Be transparent and specific, include dates of activities.

Application (2)

- **Application Sections - Attachments**
 - **Current Curriculum Vitae**
 - Tailor your CV for the award
 - This is the one section that doesn't have any restrictions
 - Entire or abbreviated CV but focus/highlight last 5 years. (January 2014)
 - **Annual Assignments**
 - The AA-46 form. (FTE in research, teaching, service. By year or semester.)
 - Last 4 years in descending order (2017-18, 2016-17, 2015-16, 2014-15)
 - Ask your department if you need copies.
 - **Annual Evaluations**
 - AA-17 form. (Yearly chair eval. Rating teaching, research, service.)
 - Last 4 years descending order (2017-18, 2016-17, 2015-16, 2014-15)
 - Ask your department if you need copies.

Application (3)

- **Application Sections - Attachments**
 - **Examples of Research Products**
 - Maximum of 3 examples of your work.
 - Must be from the last 5 years. (January 2014 onward)
 - Should provide evidence of quality rather than quantity
 - Possible examples include:
 - Copies of publications
 - Awards
 - Book Reviews
 - Can attach 3 separate documents.

Tips on RIAs – General Advice

- Follow the Guidelines/Criteria
- Put yourself in the committee member's shoes
- What sets you apart? Find your niche, focus strengths/advantages
- Contextualization/Presentation
 - Clear, concise, organized, readability
 - Provide context wherever you can
 - Comparisons to college/dept/field
 - Utilize freedom of CV to provide context
- Cross discipline appeal/understanding
- Explain the impact
- Learn from not winning / use feedback

Tips on RIAs

Positive Committee Feedback

- Publications/Presentations (number, impact) (77)
- Funding (relative to field, type, amount, **consistency**) (71)
- Impact/Significance/Visibility of research (53)
- Awards/Achievements/Recognition (**44**)
- Citations (40)
- Level of research/productivity (volume, quality, **consistency**) (36)
- Mentoring / Educational impact (28)
- Presentation/Demonstration of record/materials (**11**)
- Clear evidence of exceeding norm in discipline (**9**)
- Balanced / Well-rounded record (8)
- Leadership (5)
- Patents, Innovative/Novel methods, High level in multiple disciplines (< 4)
- Improvement/upward trend (productivity, quality) (1)

*Numbers in parenthesis indicate how many times the topic was mentioned among feedback of applications since 2012-13.

Tips on RIAs

Constructive Feedback

- More or clearer evidence/emphasis of impact (45)
- More/significance of honors/awards/recognitions (23)
- Stronger publication/citation record (number/impact) (22)
- Greater/clearer evidence of exceeding norm in discipline (19)
- Funding (continued or additional) (17)
- Clearer explanation to wider audience (16)
- Clearer focus on or separation of the award period (9)
- Contextualization/Explanation (evals, awards, etc.) (9)
- Clearer Presentation of materials (7)
- Clearer explanation of role on projects (5)
- More time for record to mature (4)
- Greater evidence of mentorship / student involvement (3)

*Numbers in parenthesis indicate how many times the topic was mentioned among feedback of applications since 2012-13.

Tips on RIAs

Interesting Specific Comments

- “The committee was impressed... Specifically... upward trend in research productivity and quality...”
- “The committee was impressed... Specifically... growing international and local reputation...”
- “The committee was impressed... Specifically, the demonstrated impact of the research, particularly at the local level.”
- “The committee was impressed... Specifically... consistent funding...”
- “The committee felt that the application may benefit from... and contextualization for absence of funding.”
- “The committee felt that the application may benefit from greater demonstration of how productivity compares to and exceeds the norm in the field... and greater demonstration of the broader impact of the research.”

System Navigation

- Training Manual available through the Faculty Excellence website
 - [RIA Applicant Training Manual](#)
- Key system navigation items
 - Sign on through my.ucf.edu
 - 3 Text Boxes
 - Will not allow submission if boxes blank or over word count
 - 4-6 Attachments
 - After attaching first document click the “+” button to the right to add a new attachment.
- Start your application soon to make sure you have access.
- Deadline is 11:59pm on 12/13, but I recommend submitting before 5pm on deadline day.

Questions?

