



COS RIA Workshop

11.29.17



Agenda

- General RIA Information
- Application Changes
- Tips on RIA
 - General Advice
 - Committee Trends
 - Committee comments on winning files
 - Committee comments on non-winning files
- 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.
- www.facultyexcellence.ucf.edu
 - Schedule, Training manual, Procedures (dossier contents, criteria)
- www.sciences.ucf.edu/facultyaffairs
 - 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, 2013.
 - Cannot have won a RIA in 2013-14 or more recently.
- For 2017-18 COS can award up to 14 RIAs.
 - Approx. 30 people have indicated that they intend to apply.
- System open 11/20.
- **Submission deadline 11:59pm 12/14/17.**

Application

- Second year that RIA applications will be submitted online.
 - [RIA Applicant Training Manual](#)
- More concise application than in previous 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
 - **Annual Assignments**
 - Last 4 years in descending order (2016-17, 2015-16, 2014-15, 2013-14)
 - The AA-46 form. (FTE in research, teaching, service. By year or semester.)
 - Ask your department if you need copies.
 - **Annual Evaluations**
 - AA-17 form. (Yearly chair eval. Rating teaching, research, service.)
 - Last 4 years descending, ask department for copies.

Application (3)

- **Application Sections - Attachments**
 - **Supporting Materials**
 - Maximum of 3 examples of your work.
 - Must be from the last 5 years. (January 2013 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) (57)
- Funding (relative to field, type, amount) (51)
- Impact/Significance of research (36)
- Citations (33)
- Level of research/productivity (25)
- Awards/Achievements/Recognition (25)
- Mentoring / Educational impact (17)
- Balanced / Well-rounded record (8)
- Clear evidence of exceeding norm in discipline (8)
- Presentation/Demonstration of record/materials (6)
- Strong record relative to low research FTE (5)
- Leadership (4)
- Patents, Innovative/Novel methods, High level in multiple disciplines (< 4)

*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 (37)
- More/significance of honors/awards/recognitions (18)
- Stronger publication/citation record (number/impact) (17)
- Funding (continued or additional) (15)
- Clearer explanation to wider audience (14)
- Greater/clearer evidence of exceeding norm in discipline (9)
- Clearer focus on or separation of the award period (6)
- Contextualization/Explanation (evals, awards, roles, etc.) (5)
- More time for record to mature (4)
- Clearer explanation of role on projects (3)
- Greater evidence of mentorship / student involvement (2)

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

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 Attachments
 - After attaching first document click the “+” button to the right to add a new attachment.
- Create your application soon to make sure you have access.
- Deadline is 11:59pm on 12/14, but I recommend submitting before 5pm on deadline day.

Questions?

