

The K-State Office for the Advancement of Women in Science and Engineering (KAWSE) is pleased to issue the Request for Proposals for the Spring 2020 competition for the ADVANCE Distinguished Lecture Series (ADLS). The KAWSE Office works to increase the participation, retention and advancement of girls and women in Science, Technology, Engineering and Math (STEM).

### **Purpose of Award**

The purpose of this series is to encourage tenure-track faculty members to make new professional connections. These colleagues may become valuable mentors or research collaborators who can provide advice on manuscripts and grant proposals and may serve as outside references for tenure applications.

Up to \$1200 will be provided by the KAWSE Office to support each speaker. The deadline for the submission of proposals is **February 14, 2020** for visits scheduled **August 24, 2020** through **May 7, 2020**. Preference will be given to first-time applicants and the number of awards is contingent on funding.

### **Eligibility**

- Tenure-earning professors in STEM departments in the Colleges of Architecture, Planning & Design, Agriculture, Arts & Sciences, Health and Human Sciences, and Veterinary Medicine (visit <http://advance.k-state.edu/initiatives/lectseries.html> for eligible departments)
- Apply within the first four years of employment at KSU
- Not currently up for tenure
- Hosted less than four ADLS speakers
- One award per academic year

\*If you are unsure about your eligibility, we would be more than happy to help you determine if you are eligible. Please call us (785-532-6088) or send us an email ([kawse@ksu.edu](mailto:kawse@ksu.edu)).

### **Application Process**

Faculty members should send a proposal (no more than 3 pages in length) using the provided application form by **email** to Amber Bebout, KAWSE Administrative Assistant ([abebout@ksu.edu](mailto:abebout@ksu.edu)), by **February 14, 2020** at 5pm. Proposals will be reviewed by a screening committee. Please find the application form, a sample application, tips for hosting a speaker and the rubric used by the screening committee on our website at <http://advance.k-state.edu/initiatives/lectseries.html>.

### **Additional Information and Recommendations**

- Attend the KAWSE ADLS Brown Bag Informational Meeting, **January 27<sup>th</sup>, 11:30 – 12:30 pm, Regnier 2124**, for tips and first-hand experience from past ADLS awardees.

- ADLS funds may be used for travel expenses, meals, and/or honoraria for the speaker.
- Funds may not be used for meals for the applicant or other KSU faculty, students, staff or administrators.
- Applicants should identify a national leader in the applicant's discipline to visit KSU. Applicants may wish to consult with their department head, dean, and/or professional mentors to identify the national leader they choose to invite.
- Ideally, the speaker should hold the rank of full professor, though speakers at other ranks or with equivalent non-academic experience may be considered under exceptional circumstances. Please contact the Executive Director of KAWSE, Dr. Chardie Baird ([cbaird@ksu.edu](mailto:cbaird@ksu.edu)), before you apply if your speaker does not hold the rank of full professor or the equivalent or if you are not sure if their position is equivalent to full professor.
- Speakers will be recognized as ADVANCE Distinguished Lecturers- please tell them so.
- The seminar may be included as part of a normal departmental seminar series, but it also will be advertised across campus by the KAWSE Office.
- The pertinent college will pay for one dinner for the speaker, the faculty host, the host's department head, and the host's Dean.

#### **Time Frame**

Mid-January - call for proposals on ADVANCE listserv

Mid-February - materials due as outlined in the Request for Proposals

February/March - review of proposals by KAWSE ADLS Screening Committee

April - announcement of KAWSE ADLS Awardee(s)

September - honoree(s) recognized at KAWSE's Women's Recognition Ceremony

**Need additional information? Please contact**

**Amber Bebout • [abebout@ksu.edu](mailto:abebout@ksu.edu) • KAWSE • 1011 Seaton Hall • 785-532-6088**