

GRADUATE GROUPS

COLLEGE OF ARTS AND SCIENCES

APPLICATION GUIDELINES: 2003-2004

Graduate Groups are intended to foster interdisciplinary research/creative activity and education involving faculty and graduate students in interactions that cross departmental boundaries. Graduate Groups supplement, not supplant, existing programs.

To foster interdisciplinary faculty-student interactions, the College of Arts and Sciences will provide up to \$1,200 to support each Graduate Group within the College that is recognized by the CAS Graduate Group Advisory Committee. Additionally, all Groups are expected to seek funding from other sources.

INFORMATION

Graduate Groups are voluntary associations of UB faculty and graduate students who, as a group, represent at least two disciplines. The Advisory Committee may recognize Groups with or without support. Some Groups may find recognition helpful, even though they have adequate support from other sources.

DEADLINE

All Graduate groups seeking recognition for the 2003-2004 academic year must submit an application for recognition to the College of Arts and Sciences, 810 Clemens Hall, by **15 September 2003**.

FORMAT: APPLICATION FOR GRADUATE GROUP RECOGNITION

Applications consist of one typewritten page plus the completed cover page and budget form. Selected supporting materials such as membership list, brochures, newsletters, posters, etc., may be appended. All materials must be directly relevant to the Graduate Group. Please minimize appended materials.

- A. Cover Sheet:** Complete the enclosed cover sheet, providing identifying information, summary material, and appropriate endorsement.
- B. Proposed Program 2003-2004:** State Group objectives and describe the scholarly/creative activities to be undertaken by the Group. Specify the rationale for the Group's development and the needs to which it responds. Include a time frame for proposed activities.
- C. Anticipated Outcomes:** Describe what the Group intends to accomplish during the 2003-2004 academic year.

- D. Participants:** Include or append a list of names, titles and primary departmental affiliations of all active participants (faculty and students). Indicate how all participants are selected (e.g., self-selected, invited, etc.)
- E. Resources and Funding:** All Graduate Groups are expected to seek funding from sources other than the College of Arts and Sciences.
- F. Budget:** Use budget form to itemize any support requested. Include funds expected from sources other than the College. Identify any non-fiscal resources expected to be available to the Group in 2003-2004.

EVALUATION OF APPLICATIONS

Applications will be evaluated by the Graduate Group Advisory Committee. Criteria for evaluating proposals will include:

- A.** Potential for achieving a program of high academic quality in research/education in an interdisciplinary area not otherwise available within one department.
- B.** Evidence of effective preliminary planning prior to application.
- C.** Evidence of interdisciplinary graduate student involvement and interest.
- D.** Evidence that resources available to the Group will be sufficient for the proposed program.
- E.** Evidence of attempts to obtain funding from other sources.

SUBMISSION DETAILS

SUBMIT FOUR (4) COPIES OF APPLICATION MATERIALS TO:

**Dr. H. Lorraine Oak
Associate Dean for Research Administration
College of Arts and Sciences
810 Clemens Hall
North Campus**

BUDGET: 2003-2004

Graduate Group Name :

RESOURCES REQUESTED: (itemize)

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

TOTAL REQUESTED FROM CAS (2003-04) \$ _____

RESOURCES AVAILABLE FROM OTHER SOURCES:

_____	\$ _____
_____	\$ _____

NON-FISCAL RESOURCES AVAILABLE TO THE GROUP: