

University of Florida  
**CENTRALLY-FUNDED FACULTY ENHANCEMENT OPPORTUNITY (FEO)**

**BASIC PRINCIPLES**

1. FEOs are intended to advance the academic, professional, and scholarly abilities of full-time faculty members ((For academic year 20-21, faculty with  $\geq .80$  FTE are eligible to apply)). Thus, they are similar to sabbaticals. However, FEOs are intended to be more flexible in nature and duration than traditional sabbaticals. Thus, FEO funds are to be expended primarily for salary/benefit offset for the faculty member, travel costs, fees for conferences, or similar learning experiences. FEOs may not be used to fund such things as equipment/supply purchases, pilot studies, replacement salaries, GRAs, or similar items.
2. Units should use a faculty committee to review FEO applications, and make a recommendation to the chair/director regarding the feasibility of the project, appropriateness of the budget, and relative value to the department, college and University. Units may use existing Sabbatical/Professional Development Leave Committees for this purpose.
3. Each unit is required to provide some resources in support of FEOs, and FEOs without some level of unit match will not be considered.
4. FEO funds are not intended to replace other funds that may be available in units for sabbaticals or PDLs.
5. A central FEO review committee composed of senior faculty from the non-E&G units will review applications and make recommendations on awards to the Provost. The committee will attempt to ensure that FEO awards are distributed equitably across colleges.
6. The intent is to distribute FEOs widely across units of the campus over time. However, there is no “quota system”—applications are funded based on merit. Thus, not every unit will receive an FEO award in every application round.
7. FEOs are intended to contribute to the professional career goals of individual faculty members and to the goals of the University overall. Thus, FEO proposals should clearly identify how the outcomes of the project will contribute to the professional development of the individual, but also to the University, college and/or department. Those receiving FEO funds will be held accountable for the results/outcomes expected, and must prepare a report following the completion of the FEO.

**ELIGIBILITY**

1. The Dean, in consultation with SAB/PDL or FEO Committee, will determine the years of service required before a faculty member can apply for an FEO and the types of faculty appointments (e.g. tenured, clinical, etc.) eligible for an FEO. However, the MINIMUM years of service for any faculty member seeking an FEO shall be three full time years of service at UF.

2. FEOs are available only to full time faculty (traditionally 1.00 FTE appointment, but Academic year 20-21, faculty with  $\geq .80$  FTE are eligible to apply ). FEO's are not available for OPS, temporary, or adjunct appointments. Applicants must be in good standing, and not in non-renewal or resignation status.
3. FEO applicants who are on tenure-accruing lines should be advised in writing by their department chair of the tenure clock implications of a part-time or full-time FEO. [See UF Regulations, 6C1-7.019, (4) & (5)]
4. Individuals can be awarded an FEO only once every six years.

#### **PROCEDURES – APPLICATION AND SELECTION**

1. The Provost will issue a call for FEO applications early in the fall and spring semesters.
2. There is a 3-submission limit on any given proposal. If a proposal is not recommended for funding by the FEO Task Force, the applicant will receive feedback from the central FEO Review Committee.
3. Faculty members are advised to prepare the FEO application in consultation with their immediate supervisors. Each application must be approved by the unit's SAB/PDL Committee, a college SAB/PDL (or separate FEO) committee, the Dept. Chair and the Dean before being submitted to the central FEO Review Committee. These approvals indicate that the committees, the Department Chair and the Dean consider the application meritorious.
4. In the interest of facilitating the central review process, each unit is requested to send forward annually a number of FEO proposals that is no greater than 5% of the unit's total number of faculty members.
5. Applications forwarded from the units will be reviewed by a central FEO Review Committee which consists of five faculty members, at least one of which will be from IFAS and one from the health science colleges. At least two members should be elected by the Faculty Senate, and at least two appointed by the Provost. Every effort will be made to have broad cross-disciplinary representation on this Committee.
6. Faculty members may apply for an FEO in any amount. FEO awards have ranged from \$4,000 to \$51,000. Funds awarded must be expended for the proposed project within **ONE year** of the original award. Note: This program runs twice per year and the majority of the activity should occur in the cycle of the application ("one semester"). If anything requested in the original proposal changes, the awardee must seek approval from the Provost's Office to make a change prior to expending award funds.
7. The central FEO Review Committee will review applications in the fall and spring semesters and recommend FEOs to the Provost for final approval. Deadlines for receipt of applications and notification of awards will be announced by the Provost's Office.

8. The Provost's Office will include information on FEO awards in its report to the Faculty Senate each spring.
9. Copies of successful FEO proposals (WITHOUT budget information) will be posted on the Provost's Office website as examples if the proposal author agrees.
10. The faculty member must submit a report of accomplishments to the Provost's Office within 60 days of completing the project.
11. Faculty that leave the University during the course of the FEO will be required to reimburse the university for pre-paid expenses for activities that occur after their term of employment.