

The K-State Office for the Advancement of Women in Science and Engineering (KAWSE) is pleased to issue the Request for Proposals for Spring 2018 competition for the ADVANCE Distinguished Lecture Series (ADLS).

Purpose of Award:

The purpose of this series is to encourage tenure-track women 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 **March 8, 2018** for visits scheduled September 1, 2018 through August 31, 2019. Preference will be given to first-time applicants.

Eligibility:

- Tenure-earning women professors in STEM departments in the Colleges of Agriculture, Arts & Sciences, Human Ecology, Technology & Aviation, and Veterinary Medicine (visit <http://advance.k-state.edu/initiatives/lectseries.html> for eligible departments)
- Within the first five years of employment at KSU
- Not currently applying for tenure
- Hosted fewer than four ADLS speakers
- One award per academic year

Application Process:

Faculty members should send a one to two page proposal by **email** to Tawny Ochs, KAWSE Administrative Assistant (tawnyochs@k-state.edu) by **March 8, 2018 at 5pm** that includes the following information listed below. A sample application, tips for hosting a speaker, and a sample visit schedule is available at <http://advance.k-state.edu/initiatives/lectseries.html>.

- Your name, title, department and contact information.
- Are you up for tenure this academic year?
- When do you anticipate going up for tenure?
- Target date for the seminar.
- Anticipated budget for speaker visit (airfare, lodging, honorarium, meals)
- Name & affiliation of proposed ADVANCE Distinguished Lecturer. Also include a CV or website address to provide more information about the proposed lecturer's background or research interests.

- Specific goals and anticipated benefits of your interaction with the lecturer. We expect that you will spend about 90 percent of your speaker's visit meeting with them one-on-one regarding various aspects of your personal career goals. Please be attentive to that goal as you provide a plan for the speaker's visit.
- A complete listing of ADLS speakers you have hosted in the past and specific outcome/benefits of those visits.

Additional Information and Recommendations:

- 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 (man or woman) in the applicant's discipline to visit KSU. Applicants may wish to consult with their department head, dean, and/or professional mentors to identify a national leader.
- 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 (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.
- 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.
- Please visit the ADLS website at: <http://advance.k-state.edu/initiatives/lectseries.html> for tips on hosting a speaker, a sample visit schedule, and a sample application.
- Please attend the ADLS Panel Lunch, usually held in February, and advertised on the KAWSE listserv. At this lunch, previous ADLS recipients offer tips for hosting a speaker and the KAWSE Executive Director is available to answer questions.

For more information, contact Tawny Ochs at 532-6088 or tawnyochs@k-state.edu.