



GOAL and OBJECTIVES

A goal of the SU ADVANCE *Corridor Initiative* is that women STEM faculty find continued success by broadening their network of research collaborators to include those from industry or other private-sector organizations.

Progress toward this goal is measured by achieving the following benchmarks:

- Increase in knowledge of entrepreneurial opportunities and skills among female STEM faculty.
- Increase in the number of women STEM faculty participating in existing collaborative and interdisciplinary research, especially in projects engaging those in industry or other private-sector organizations.
- Increase in new SU-industry collaborations led by female faculty.

To facilitate the formulation of such collaborative research projects, special visits by researchers from industry, research foundations, or other research institutes will be sponsored by SU ADVANCE. These visits can be of various lengths to a maximum of 3 days depending on the goals. Aside from teaching special topic lectures, these visits will allow the formulation of shared research interests and agreements.

VISIT REQUIREMENTS

The invited visitor cannot currently be a regular faculty member at another university or college. Individuals who have part time, intermittent, or honorary (e.g. emerita) affiliations with a university can be considered for sponsorship.

During the visit, the following should be scheduled (see sample schedule):

- 1) Ample time to explore potential collaborations between you and the visitor as well as with female scientists and engineers. This is not to exclude opportunities to meet with male faculty, but rather, to encourage collaborations for current female faculty specifically.
- 2) Opportunities to meet with relevant directors of SU research centers or institutes.
- 3) An opportunity to meet with the Vice President for Research and/or the Vice President for Strategic Business Development and Innovation.
- 4) A networking luncheon or reception (or one of each) to include female STEM faculty from across the campus, and with a designated purpose in line with the goals of SU ADVANCE.
- 5) An opportunity for a public lecture or seminar on a topic of developing interest, instrumentation, or method (as permitted).
- 6) An opportunity to meet with students in the context of an ongoing class or a research team (encouraged, but not required).
- 7) Tours of facilities and laboratories by individuals knowledgeable of the instrumentation and technique necessary for specific kinds of research (again, highly encouraged).

*Note: A meal or reception with students is not a fundable activity under this program.

HOST DUTIES

A single individual should agree to serve as the point of contact for purposes of coordinating with SU ADVANCE. The host will:

- 1) Contact the Executive Director, SU ADVANCE, to discuss the overall intent of the visit prior to proceeding with a proposal.
- 2) Complete the proposal. The proposal must include
 - a. a description of the potential benefit to the host for engaging the visitor (e.g. career goals to be pursued, fit between the visitor's research area and the host's, etc.),
 - b. the CV/resume of the visitor
 - c. a detailed proposed budget
 - d. all contact information for the proposer/host as well as the names and contact information of any assistants engaged in scheduling or in processing financial transactions associated with the visit (e.g. departmental support staff or support from SU ADVANCE administrative staff if necessary).
 - e. indication of support from either the Office of the Vice President for Research or the Office of the Vice President for Strategic Business Development and Innovation should be included (copy of an email is fine).
- 3) Invite the visitor using the SU ADVANCE template letter (see attached)
- 4) Identify potential female STEM collaborators and determine their availability and interest.
- 5) Construct the schedule (with help of departmental staff if available). Secure assistance as needed (especially for transportation, etc.). No schedule should be considered "final" until reviewed by SU ADVANCE.
- 6) Keep attendance at all events (a simple sign in sheet is fine).
- 7) Participate in evaluation activities, to include (at minimum) a brief write-up of "lessons learned" (particularly for creating contact and managing the visit). An indication of future plans for collaboration that resulted from the visit will also be required.

FUNDS AVAILABLE

Honoraria: A daily rate of \$1500 per day, maximum of 3 days.

Meals: Visitor only¹. At cost; maximum of \$100 per day.

Receptions or luncheons with women faculty: Funding for a reception or luncheon will be provided if planned according to program specifications, above.

Travel: At cost, to include flight, hotel, and ground transportation.

Total maximum funding available, per visitor, is \$7,000.

SUBMISSION GUIDELINES

Submit the proposal as an attachment (including CV, budget, and signatures) to Marie Garland, Executive Director, SU ADVANCE at mgarland@syr.edu. If you have questions, please contact Dr. Garland at 315-443-0362.

¹ As these meals are paid for by grant funds, and as the only food purchases permitted by funding guidelines are those which directly facilitate the grant's goals, food purchases for SU faculty networking are not reimbursable.