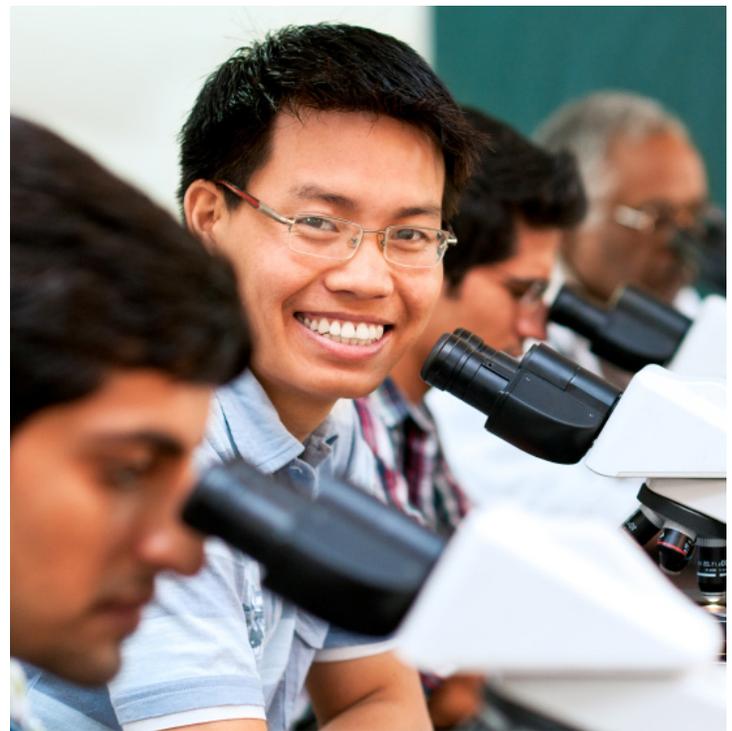


THE CHANCELLOR'S **DOCTORAL INCENTIVE PROGRAM**

Commitment to Excellence with Diversity



**2015/2016
APPLICATION**

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CHANCELLOR'S DOCTORAL INCENTIVE PROGRAM

The California State University (CSU) announces its Chancellor's Doctoral Incentive Program (CDIP) for the 2015/2016 academic year.

Established in 1987, the CSU CDIP is the largest program of its kind in the United States. As of June 2014, the program has loaned \$46 million to 2,006 doctoral students enrolled in universities throughout the nation, and 1,205 of these participants have successfully earned doctoral degrees.

Among participants who have earned their doctoral degrees as of June 2014, 600 (50 percent) have subsequently obtained employment in CSU instructional faculty positions.

The California State University is the largest higher education system in the United States. It is comprised of 23 campuses with an enrollment of almost 427,000 students, and approximately 44,000 faculty and staff. The CSU offers over 1,800 bachelor's and master's degree programs, a select number of joint doctoral programs, and doctoral programs in education, nursing and physical therapy.

The CDIP provides student loans to a limited number of individuals pursuing full-time doctoral degrees at accredited universities throughout the United States. After participants receive their doctoral degrees and obtain a qualifying instructional position in the CSU, a portion of their loan from this program will be forgiven every year of qualifying employment.

PROGRAM DETAILS

The purpose of the program is to increase the number of promising doctoral students who are interested in applying and competing for future CSU instructional faculty positions. The program seeks to accomplish this goal by providing financial aid in the form of loans to doctoral students with the motivation, skills, and experience needed to teach the diverse student body of the CSU. The monies may be used strategically to support travel, as research seed funds, workshops, guest lecturing, and many other activities that support professional development in the areas of teaching, research and service.

Program highlights:

- Loans of up to \$10,000 per year up to a total of \$30,000.
- Loans obtained through the program are repayable over a 15-year period, commencing one year after completion of, or withdrawal from, full-time doctoral study.
- If the participant has successfully completed the doctorate and is hired in a full-time CSU instructional faculty position, 20 percent of the loan will be forgiven for each year of full-time postdoctoral teaching employment in the CSU.
- If the participant has successfully completed the doctorate and is hired in a part-time CSU instructional faculty position, 10 percent of the loan will be forgiven for each year of part-time postdoctoral teaching employment in the CSU.

Other provisions of the program:

- Receipt of a loan through this program and completion of the doctorate **does not in any way guarantee employment** as a faculty member at a CSU campus nor does it obligate the recipient to accept such employment, if applied for and offered.
- Individual CSU academic departments may have faculty recruitment and appointment requirements in addition to an earned doctorate (e.g., possession of a teaching credential, a Ph.D. instead of an Ed.D., a doctorate in a specific subdiscipline, etc.). It is the applicant's responsibility to be aware of such requirements.
- Funds for the CDIP are contingent on the California State University Board of Trustees' approval each year of the Lottery Revenue Budget, which funds the program.

LOAN DETAILS

Participants in this program may borrow up to \$10,000 per year to a total of \$30,000 within a five-year period while they are enrolled full time in a doctoral program at an approved, accredited institution. Participants will sign a promissory note specifying the terms and conditions of the loan.

- 1 The interest rate for funds borrowed during the 2015/2016 academic year is 5 percent per annum.
- 2 Participants must repay the loan over a 15-year period, commencing one year after completion of, or withdrawal from, full-time doctoral study, or 10 years of participation in the program.
- 3 The minimum repayment required for a \$30,000 loan is approximately \$237 per month to amortize the 5 percent per annum loan over a 15-year period.
- 4 If a participant applies for and is hired in a CSU full-time instructional faculty position after completion of his or her doctorate, the loan will be cancelled at a rate of 20 percent of the original loan amount, plus interest, for each year of full-time teaching in the CSU. Amounts cancelled or “forgiven,” including foregone interest, are reported as income accrued, and federal income and Social Security taxes are withheld on those amounts.
- 5 The Chancellor’s Doctoral Incentive Program does not restrict participants from receiving other financial aid or earning income.

PARTICIPANT ELIGIBILITY

New or continuing full-time students who will be in doctoral programs at accredited universities anywhere in the United States during the 2015/2016 academic year are invited to apply for a loan from the Chancellor’s Doctoral Incentive Program.

Undergraduate and master’s level graduate students in the process of applying are eligible to apply to the CDIP.

Many professional doctorates (such as the EdD, DNP, DPT, etc.) typically are designed for developing advanced administrative skills in a profession or are required for entrance into a profession rather than academia. As such, applications are no longer accepted for students attending CSU EdD programs. Applicants to EdD programs may be considered if the intent of that program is to prepare students as university faculty members.

The CDIP is designed as a recruitment incentive program open to all graduate students at accredited institutions who are not probationary or tenured faculty members in the CSU. Therefore, lecturers are eligible and encouraged to apply.

Enrollment or employment in the California State University is not required for loan approval. However, approximately one-fourth of the awards are expected to be made to individuals who have served in CSU positions represented by the California Faculty Association in the last two years.

U.S. citizenship is not required, but applicants must be eligible to work in the U.S.

ELEMENTS OF THE APPLICATION PACKET

The application form has two parts: one to be completed by the graduate student applicant, and the other by a CSU Faculty Mentor. Eligibility to participate in the program is based on the information provided on the application. If accepted into the CDIP, any change in discipline or additional university cannot be considered. Therefore, it is critical that the information concerning where you attend (or will attend) graduate school is current.

CURRICULUM VITAE

Please enclose a current resume or curriculum vitae, limited to four pages. Your CV should focus on your academic and professional accomplishments.

QUALIFICATIONS AND MOTIVATION STATEMENT

Please describe your qualifications for the Chancellor's Doctoral Incentive Program. The statement should be limited to three single-sided pages. In your statement please address how the following have contributed to your commitment to become a CSU faculty member:

- academic preparation
- professional experiences
- motivation and interest
- connection to the CSU
- ability to educate a diverse student body.

Please note: Students from non-CSU EdD programs must address in their Qualifications and Motivation Statement their professional goal as a university faculty member. This also needs to be addressed in the mentor's letter of recommendation.

FACULTY MENTOR/COLLABORATIVE PLAN OF SUPPORT

Applicants to the program must have CSU faculty mentorship. The faculty mentor must be **full-time tenured/tenure-track** CSU faculty member. The objectives of the mentor/student interactions are to assist the student in his/her doctoral program, to help the student understand the workings of higher education institutions and the faculty labor market specific to particular disciplines, and to aid the student in the development of skills relevant to success as a CSU tenure-track faculty member. The mentor must be committed to **substantive ongoing support** for the student in the areas of teaching, research, and service as evidenced by a co-constructed Collaborative Plan of Support attached to the CDIP application. **The mentor must be on the faculty of the campus through which the application is submitted. It is recommended that:**

- the mentor be in the same discipline as the CDIP applicant;
- the entire academic department be aware that a faculty member is supporting the doctoral candidate in the CDIP.

While the applicant must identify at least one faculty mentor, where possible, applicants are encouraged to form relationships with more than one CSU faculty member. If there are multiple mentors, the role of each individual should be elaborated in the Collaborative Plan of Support.

Acceptance into the CDIP does not guarantee future CSU employment for the student. The faculty mentor, participating department, and/or other campus representatives should be certain to avoid implying or representing any such commitment.

ELEMENTS OF THE APPLICATION PACKET (continued)

Faculty mentor and applicant are required to jointly develop a written plan of support describing how they intend to maintain communication and collaborate. The plan should describe clearly defined activities with a timeline that is designed to assist the applicant through his/her doctoral studies. The quality of this support plan is critically important in the application selection process.

The contents of the plan may vary depending on the prior contact that the applicant may have had with the faculty and the extent to which he/she is acclimated to the demands of a doctoral program and the expectations of future faculty in the CSU. For example, an applicant just beginning a doctoral program may benefit from different activities than an applicant already at the dissertation stage.

The plan of support should outline activities that address teaching, research, and service, the three dimensions of an academic career. Suggested activities may include those listed below:

- collaborative teaching and syllabus development
- collaborative grant proposal development
- collaborative research projects and publications
- joint participation in professional seminars and meetings
- involvement in campus committees and meetings
- joint presentations in professional forums
- development of a curriculum vitae
- development of a professional file of accomplishments with examples
- involvement in community service or service learning activities.

There should be clear evidence of efforts to familiarize the applicant with the CSU culture, governance, mission, and expectations for CSU tenure-track faculty in the applicant's particular discipline.

LETTERS OF RECOMMENDATION

Please include **three** current professional letters of reference with this application that address:

- the quality of applicant's proposed plan of study (including the quality of the institutions and departments where applicant intends to pursue his/her degree);
- applicant's potential to succeed as a doctoral student;
- applicant's experience and motivation relevant to educating a diverse student body in the CSU.

References should include the referee's name, address, e-mail, and telephone number. One of the three letters **must** be from applicant's CSU Faculty Mentor. If applicant is **currently enrolled** in a doctoral program, one of the other letters must be from a faculty member at that institution.

CSU FACULTY POSITION ANNOUNCEMENT

The mentor should provide the applicant, for inclusion with his/her application, a copy of a recent tenure-track faculty position announcement in the student's **general field of study** that has been posted at a CSU campus. The purpose of the job posting is to provide evidence that the CSU has recently sought to hire individuals in the field/specialization pursued by the applicant. The existence of a job posting in the student's field **does not imply or guarantee that similar jobs will be available** when the participant applies for employment in the CSU. However, the lack of a relevant job posting in recent years may indicate that there is little demand for faculty in the field pursued by the student.

SELECTION CRITERIA

Two criteria are used to make selections to the Chancellor's Doctoral Incentive Program:

1

Applicant's potential as a doctoral student and interest in teaching a diverse student population.

Considerations include:

- The applicant's academic record, the overall quality of the written application and professional qualifications.
- The quality of the proposed doctoral program. Applicants should choose programs that are rigorous, well-known and respected in the discipline to which they are applying. All programs are not considered equal. It is recommended that applicants consult with faculty in the field of study to determine which programs will best position graduates for future faculty positions. Generally online programs undergo extra scrutiny. If the applicant plans to attend an online program, the applicant should make a strong case for why such a program will best prepare the applicant for a CSU faculty position.
- Given that the purpose of the CDIP is to increase the pool of competitive applicants for CSU instructional faculty positions, we will not consider applications from students in the CSU EdD programs that were established for the single purpose of preparing administrative leaders for California public education system (California Education Code 66040.3). Students pursuing professional doctorates from non-CSU EdD programs or other types of professional doctorates such as DNP, DPT, and PsyD may apply, but must provide explanations for how their doctoral programs prepare them to be qualified and competitive for CSU faculty positions in the Qualifications and Motivations statement, Collaborative Plan of Support, and faculty mentor's recommendation letter.
- The applicant's relevant background, experience, skills, and motivation needed to educate the diverse student body in the CSU. These experiences and characteristics may include experience working with persons with a wide range of backgrounds and perspectives, research interests related to educating an increasingly diverse student body, and experience in a variety of cultural environments.
- A Collaborative Plan of Support jointly developed by the CSU tenure-track faculty member(s) and the applicant to enhance the applicant's academic experience and provide professional mentoring and networking opportunities. The Collaborative Plan of Support may include academic support, joint professional development, networking activities, and other similar activities that support development of skills and knowledge related to the areas of teaching, research and service. (See page 3).

2

Academic discipline: Primary consideration will be given to candidates whose proposed area of study falls where CSU campuses anticipate the greatest difficulty in filling potential future instructional faculty positions. Information from a variety of sources may be considered when evaluating this criterion. One relevant source is the CSU Report on Faculty Recruitment Survey which presents recent information on the number of tenure-track searches and appointments in various disciplines throughout the CSU system. This report is available at the following website: www.calstate.edu/HR/FacRecruitment.shtml.

SELECTION PROCESS

Applications for the Chancellor's Doctoral Incentive Program are submitted through the CSU campus of the CSU Faculty Mentor. Applications are due at the CDIP campus coordinator's office on a date specified by that office (typically in February, but the date varies by campus). A campus committee evaluates the applications and makes recommendations for further consideration to the campus president. The president then forwards campus nominations to the Chancellor's Office. A systemwide committee reviews the campus nominations and makes recommendations to the chancellor for final approval.

2015/2016 selection announcements May 2015

2015/2016 CSU CDIP STUDENT APPLICATION

CSU Campus

Student Application (page 8) and Faculty Mentor Application (page 9) must be completed in full. Handwritten applications will not be considered.

Applicant Name (Last, First, MI): _____

Mailing Address: _____

Daytime Telephone: _____ Home Telephone: _____

E-mail: _____

How did you hear about this program? _____

1. DOCTORAL STUDY*

a. Discipline: _____

b. Specialization: _____

2a. STUDENTS CURRENTLY ENROLLED IN A DOCTORAL PROGRAM

a. Name of your current university: _____

b. Date you initially enrolled as a doctoral student at this university: _____

–OR–

2b. STUDENTS NOT YET ENROLLED IN A DOCTORAL PROGRAM

STATUS

CHECK ALL THAT APPLY

Institutions Applied To:	Type of degree (PhD, EdD, DNP, etc.)	Full time/ Part time?	Online Degree Program?	Admitted	Still Waiting	Will Attend	Haven't Decided
1.							
2.							
3.							
4.							
5.							
6.							

* If needed please attach additional pages

3. ADDITIONAL BACKGROUND INFORMATION

Are you currently serving (or have you served in the last 2 years) as a lecturer in the CSU? Yes No

Are you a participant in any of the following programs?

Sally Casanova McNair Fellow

FACULTY MENTOR APPLICATION

CSU Campus

Student Application (page 8) and Faculty Mentor Application (page 9) must be completed in full. Handwritten applications will not be considered.

This portion is to be completed by the CSU Faculty Mentor:

TENURE-TRACK STATUS: TENURED PROBATIONARY

NAME _____ RANK _____

DEPARTMENT _____ TELEPHONE NUMBER(S) _____

E-MAIL _____

STUDENT INFORMATION

a. Student Name: _____

b. General Discipline: _____

I certify that my mentoring relationship with this student does not present a personal or professional conflict of interest.

MENTOR SIGNATURE: _____ DATE: _____

STUDENT SIGNATURE: _____ DATE: _____

For a checklist of required attachments, to obtain application deadlines and instructions for submission, and a link to the list of CSU Campus Coordinators, please see page 10 of this application.

APPLICATION CHECKLIST

Return the following documents in the order indicated below to the CSU Chancellor's Doctoral Incentive Program coordinator at the campus of your Faculty Mentor.

- Completed application form
- A current curriculum vitae, limited to four pages
- Statement of Qualifications and Motivation, limited to three pages
- Collaborative Plan of Support, co-constructed by CSU Faculty Mentor and applicant
- Three** professional letters of recommendation; one letter must be from your faculty mentor. If you are currently enrolled in a doctoral program, one letter must be from a faculty member at that institution
- A recent CSU faculty position announcement in the applicant's general field that has been posted at a CSU campus

DUE DATES

Applications are due at the CDIP campus coordinator's office on a date established by that office. Check with the CDIP coordinator at the campus to which the application will be submitted for its deadline.

APPLICATION SUBMISSION

Please submit all documents in one packet in the order indicated on the checklist above. Note that the application must be submitted to the campus where the CSU Faculty Mentor is employed. (All documents must be submitted by the deadline set by the campus to which you submit.)

Only complete applications will be considered. Any late or extraneous material cannot be used in the evaluation of applications.

CAMPUS COORDINATOR CONTACT INFORMATION

Please contact the campus CDIP coordinator directly for deadline information for that campus.

Please see the website for CSU Coordinators: www.calstate.edu/hr/cdip/staff/campus-coordinators.shtml.