

EMU FULBRIGHT SCHOLAR PROCEDURES ACADEMIC AFFAIRS PRACTICES & PROCEDURES

Revised 7/24/19

1. Whereas the Fulbright Scholar Program is a highly regarded resource for faculty professional development, EMU encourages faculty to apply for Fulbright awards at <http://www.cies.org>.
2. Responsibility for promoting and facilitating the Fulbright Award program rests with the Senior International Officer (SIO). Responsibility for coordination of compensation, benefits, and workload rests with the Office of Academic Human Resources. To assist in this process, copies of the following fully-executed documents from Fulbright are required:
 - a. Fulbright Scholar Award Grant contract; and,
 - b. Fulbright Salary Supplement for U.S. Scholars.
3. The University manages the *process* for all Faculty Fulbright Scholars in the same manner. No entity (e.g., Eastern Michigan University) has the responsibility to offer the faculty member any assistance while they are in-country. Any services the faculty member may be offered are a courtesy and a privilege, and not a grant entitlement.
4. Fulbright Grant benefits vary by Country and type of award. Generally speaking, Fulbright stipends are budgeted to cover travel and living costs in-country for the grantee and their accompanying dependents. Benefits vary by country and can also include special award benefits, travel grants, travel/relocation allowances, book & research allowances, and dependent tuition allowances. Fulbright Awardees wishing to keep their award amount should pair their Fulbright with a sabbatical (See 4. & 5.) or request an unpaid leave. (See 7.)
5. Faculty members are encouraged to overlap their Fulbright with a sabbatical. See Article XII., A. "Sabbatical Leaves," of the EMU-AAUP Collective Bargaining Agreement. Faculty members cannot combine a semester-long Fulbright and a separate one-semester sabbatical during the same academic year.
 - a. If a semester-long Fulbright is completed as a part of a one-semester sabbatical, the Faculty member will receive full salary and may keep the Fulbright Award amount.
 - b. If a semester-long Fulbright is completed as a part of a two-semester sabbatical (per Article XII., A.), faculty may keep the Fulbright Award amount. Additional information must be provided to indicate how the remaining sabbatical time will be utilized. A request to combine a Fulbright Award with a two-semester sabbatical will be automatically granted upon receipt of approval by the academic dean.
 - c. If a Fulbright of less than one semester is completed as a part of a one-semester sabbatical, the Faculty member will receive full salary and may keep the Fulbright

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Award amount. Additional information must be provided to indicate how the remaining sabbatical time will be utilized.

- d. If a Fulbright that extends from a winter semester into the summer is completed as a part of a winter one-semester sabbatical, the faculty member will receive full salary and may keep the Fulbright Award amount.
6. In deference to the rigorous Fulbright application process, written requests to serve a sabbatical leave concurrently with a Fulbright award (See 4. a. and d. above) shall automatically be approved. Sabbaticals overlapping in part with Fulbrights (see 4 b. and c. above) shall receive priority consideration. Ultimately the decision to award rests with the President and the Board of Regents pursuant to the terms of Article XII of the EMU-AAUP Collective Bargaining Agreement. The University Research Sabbatical Leave Committee is afforded the opportunity to provide input on all sabbatical leave proposals.
 7. For Fulbright awards completed independent of a sabbatical, the University will make up the difference to maintain the Faculty Member's regular full compensation for the period of the award. For example:
 - a. Faculty member's regular full academic year salary = \$80,000
 - b. Fulbright Award for Fall semester = \$10,000
 - c. Adjusted University contribution for Fall semester = \$30,000
 - d. Full University contribution for Winter semester = \$40,000
 - e. Total compensation (from all sources) for the academic year = \$80,000

Note: Like a grant, the faculty member maintains a 100% appointment with benefits at the University, even though funding is from different sources.

For Fulbright awards completed independent of a sabbatical, faculty members are released from their professional responsibilities at EMU during the Fulbright award period. For the purposes of calculating the number of elapsed semesters for future sabbatical (or other internal university award) applications, Fulbright Award recipients are considered "off the clock" during the term in which they receive the Fulbright Award.

8. Faculty members can elect to use an unpaid Professional Leave in conjunction with their Fulbright Award. See Article IX. G., "Professional Leave," of the EMU-AAUP Collective Bargaining Agreement. Faculty granted an unpaid Professional Leave may keep the Fulbright award amount.
9. Faculty cannot be evaluated for promotion in the same semester they are on a Fulbright Award. Faculty Members who receive Fulbright Awards are generally already tenured. Faculty who receive a Fulbright Award prior to applying for promotion to Full Professor should decide "up front" whether or not they wish to count the Fulbright semester for the purposes of promotion. No credit is given for summer terms.