Applications for RTR for AY 23-24 will open via Interfolio on Wednesday, December 21. Please email interfolio@kean.edu if you do not see an active RTR Application in your Case Packet list.

Materials Required in the RTR Application for AY 23-24 include:

1. Updated Curriculum Vitae
2. RTR Application Form
3. RTR Verification Form

The AY 23-24 RTR Application Form Includes the Following Fields:

1. Name, Academic Rank, Department
2. **Title** of Project
3. Brief **Description** of Project: This should be a concise statement of the proposal goal, with clearly stated objectives and expected outcomes for the project. If you received research release for AY 22-23 please provide a statement on research activities undertaken to date and explain how your research plan will be updated based on demonstrated progress. (1-page maximum)

Questions 4-7 only apply to applicants with current RTR projects (AY 22-23):

4. **Please indicate status on the following:**

<table>
<thead>
<tr>
<th></th>
<th>In Progress</th>
<th>Scheduled</th>
<th>Complete</th>
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</thead>
<tbody>
<tr>
<td>Data Collection</td>
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<td>Data Analysis</td>
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<td>Draft Manuscripts</td>
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<td>Conference Presentations</td>
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<tr>
<td>Submission of Publications/Scholarly/Creative Work</td>
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5. For non-traditional scholarship (i.e. works of art, including performing, visual, or literary arts), please explain the status of your creative work separately from the chart above.
6. If you indicated “in progress” or “scheduled” for any of the items above, please indicate a projected completion date.

7. Challenges (if applicable) - Are there any issues that have impacted the development and implementation of your project to date? Please detail the impact these challenges may have on the achievement of anticipated results and how you plan to address them before the end of the current award cycle (June 30, 2023).

8. Provide a **timeline** for the AY 23-24 proposed project: Discuss what you plan to achieve with released time during AY 23-24 and how this work fits within the larger context of your research. *(200-word maximum)*

9. Describe the procedures and **methods** you will use: Provide a statement demonstrating that you are conversant in the research methods and that you have the skills and resources necessary to achieve the anticipated research outcomes. *(200-word maximum)*

10. To what journal, publisher, performance venue, or gallery will the completed project be submitted? Please describe how publication/inclusion in this venue is a mark of distinction.

11. If this is a portion of a larger project, please describe what you intend to complete during the released time (e.g., two book chapters).

12. If this is a collaborative project, list any collaborators who may be involved, identify the role of each, and outline what your unique contribution will be.

13. Does your research involve the use of human subjects? If yes, indicate IRB application status (in progress, pending review, approved).

14. Identify the category of scholarship (Discovery, Scholarship of Teaching & Learning, Integration, Application, Engagement, Aesthetic Creation, Other)

15. Identify NSF HERD R&D Type & Fields – drop down menus *(see NSF HERD Guide Below)*

**The RTR Verification Form Includes the Following Fields:**

1. Confirm the following - I understand that if awarded RTR, I must:
   a. Submit a final progress report through Interfolio at the end of the academic year, no later than June 30
   b. Provide, upon request, information necessary for Carnegie R2 consideration and for reporting on University efforts on implementation of OER.
   c. Create a full faculty biography for inclusion on kean.edu
   d. Participate in Kean Research Days, presenting the work completed to date.
   e. Continue to work with University curricular and pedagogical initiatives including robust use of the Learning Management System [LMS] and adoption of Open Educational Resources [OER] where possible.

2. I understand that I will not be permitted to receive an overload teaching assignment during a period of research release time whether from internal or external sources.
Office of Research & Sponsored Program

NSF HERD Guide

NSF HERD R&D Definition:

R&D is a creative and systematic work undertaken in order to increase the stock of knowledge - including knowledge of humankind, culture, and society - and to devise new applications of available knowledge. R&D covers three activities defined below:

- **Basic research**: Experimental or theoretical work undertaken primarily to acquire new knowledge of the underlying foundations of phenomena and observable facts, without any particular application or use in view.
- **Applied research**: Original investigation undertaken in order to acquire new knowledge. It is directed primarily towards a specific, practical aim or objective.
- **Experimental development**: Systematic work, drawing on knowledge gained from research and practical experience and producing additional knowledge, which is directed to producing new products or processes or to improving existing products or processes.

HERD Disciplines:

<table>
<thead>
<tr>
<th>A. Computer and Information Sciences</th>
<th>B. Engineering</th>
<th>C. Other Engineering</th>
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</thead>
<tbody>
<tr>
<td>Artificial intelligence</td>
<td>Aerospace, Aeronautical, and Astronautical Engineering</td>
<td>Agricultural engineering</td>
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<tr>
<td>Computer and information technology</td>
<td>Aerospace engineering</td>
<td>Aerospace engineering</td>
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<tr>
<td>Technology Administration and Management</td>
<td>Space technology</td>
<td>Engineering design</td>
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<tr>
<td>Computer science</td>
<td>Biomedical Engineering</td>
<td>Engineering mechanics, physics, and science</td>
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<tr>
<td>Computer software and media applications</td>
<td>Biomedical and Biomedical Engineering</td>
<td>Engineering physics</td>
</tr>
<tr>
<td>Computer systems analysis</td>
<td>Biomedical and Biomedical Engineering</td>
<td>Engineering science</td>
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<tr>
<td>Computer systems networking and telecommunications</td>
<td>Biomedical technology</td>
<td>Forest engineering</td>
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<td>Medical engineering</td>
<td>Nanotechnology</td>
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<td>Biomedical engineering</td>
<td>Naval architecture and marine engineering</td>
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<td>Biomedical engineering</td>
<td>Petroleum engineering</td>
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<td>Biomedical engineering</td>
<td>Other engineering</td>
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<td>Biomedical engineering</td>
<td>Other engineering fields that cannot be classified using the fields listed above</td>
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<th>D. Electrical and Electronics Engineering</th>
<th>E. Mechanical Engineering</th>
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<td>Industrial and Manufacturing Engineering</td>
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<td>Computer hardware engineering</td>
<td>Industrial engineering</td>
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<tr>
<td>Computer software engineering</td>
<td>Manufacturing engineering</td>
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<td>Electrical and electronics engineering</td>
<td>Operations research</td>
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<td>Laser and optical engineering</td>
<td>Systems engineering</td>
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<td>Power</td>
<td>Water resources engineering</td>
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<td>Telecommunications engineering</td>
<td>7. Mechanical Engineering</td>
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<td>Electromechanical engineering</td>
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<td>Mechatronics, robotics, and automation engineering</td>
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<td>8. Metallurgical and Materials Engineering</td>
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<td>Ceramic sciences and engineering</td>
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<td>Mechanical engineering</td>
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<td>9. Other Engineering</td>
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<td>Agricultural engineering</td>
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AY 23-24 RTR Application Information  Pg. 3
### Examples of Disciplines: Geosciences, Atmospheric Sciences, and Ocean Sciences Fields of R&D

1. **Atmospheric Science and Meteorology**
   - Atmospheric science
   - Meteorology

2. **Geological and Earth Sciences**
   - Earth and planetary sciences
   - Geology

3. **Ocean Sciences and Marine Sciences**
   - Biological oceanography
   - Marine biology

4. **Other Geosciences, Atmospheric Sciences, and Ocean Sciences**
   - Other fields that cannot be classified using the fields listed above

### Examples of Disciplines: Life Sciences Fields of R&D

1. **Agricultural Sciences**
   - Agricultural business and management
   - Agricultural chemistry

2. **Biological and Biomedical Sciences**
   - Biometrics
   - Biophysics

3. **Health Sciences**
   - Advanced, graduate chemistry
   - Allied health and medical assisting services

4. **Communication disorders**
   - Sciences and services
   - Dietetics and clinical nutrition services

5. **Natural Resources and Conservation**
   - Fishing and fisheries sciences and management

6. **Forestry**
   - Natural resources conservation and research

### Examples of Disciplines: Mathematics and Statistics, Physical Sciences, and Psychology Fields of R&D

#### F. Physical Sciences

1. **Astronomy and Astrophysics**
   - Astronomy
   - Planetary astronomy and science

2. **Chemistry**
   - (except Biochemistry—report in Biological and Biomedical Sciences)
   - Analytical chemistry
   - Inorganic chemistry

3. **Materials Science**
   - Materials chemistry
   - Materials science

4. **Acoustics**
   - Atomic, molecular physics
   - Condensed matter and materials physics

5. **Other Physical Sciences**
   - Other physical sciences that cannot be classified using the fields listed above

### G. Psychology

- Clinical psychology
- Counseling and applied psychology
- Human development
- Research and experimental psychology
Examples of Disciplines: Social Sciences and Other Sciences Fields of R&D

H. Social Sciences
1. Anthropology
   Cultural anthropology
   Medical anthropology
   Physical and biological anthropology
2. Economics
   Agricultural economics
   Applied economics
   Business development
   Development economics and international development
   Econometrics and quantitative economics
   Industrial economics
   International economics
   Labor economics
   Managerial economics
   Natural resources economics
   Public finance and fiscal policy
3. Political Science and Government
   Comparative government
   Government
   Legal systems
   Political economy
   Political science
   Political theory
4. Sociology, Demography, and Population Studies
   Comparative and historical sociology
   Complex organizations
   Cultural and social structure
   Demography and population studies
   Group interactions
   Rural sociology
   Social problems and welfare theory
   Sociology
5. Other Social Sciences
   Archeology
   Area, ethnic, cultural, gender, and group studies
   Cartography
   Criminal science and corrections
   Criminology
   Geography
   Gerontology, social sciences
   History and philosophy of science and technology
   International relations and national security studies
   Linguistics
   Public policy analysis
   Regional studies
   Urban studies, affairs

I. Other Sciences
Use this category for R&D that involves at least one S&E field (rows A-H) if it is impossible to report multidisciplinary or interdisciplinary R&D expenditures in specific fields.

Examples of Disciplines: Non-S&E Fields of R&D

J. Non-S&E Fields
1. Business
   Management and Business administration
   Business administration
   Business management
   Business, managerial economics
   Management information systems and services
   Marketing management and research
2. Communication and Communications Technologies
   Communication and media studies
   Communications technologies
   Journalism
   Radio, television, and digital communication
3. Education
   Education administration and supervision
   Education research
   Teacher education, specific levels and methods
   Teaching fields
4. Humanities
   English language and literature, letters
   Foreign languages and literatures
   History
   Humanities, general
   Liberal arts and sciences
   Philosophy and religious studies
   Theology and religious vocations
5. Law
   Law
   Legal studies
6. Social Work
   (No specific examples)
7. Visual and Performing Arts
   Drama, theatre arts and stagecraft
   Film, video, and photographic arts
   Fine and studio arts
   Music
8. Other Non-S&E Fields
   Architecture
   City, urban, community and regional planning
   Family, consumer sciences and human sciences
   Landscape architecture
   Library science
   Military technology and applied science
   Parks, sports, recreation, leisure and fitness
   Public administration and public affairs
   Other non-S&E fields that cannot be classified using the fields listed above.
   Also, use this category for R&D that involves multiple non-S&E fields if it is impossible to report multidisciplinary or interdisciplinary R&D expenditures in specific fields.