CHSS Manuscript Completion Program

Purpose
The College of Humanities and Social Sciences is now accepting proposals for participation in the CHSS Manuscript Completion Program (MCP). The purpose of this program is to facilitate the completion and submission of scholarly manuscripts or other creative works. Specifically, this multi-pronged program provides participants with three mechanisms to increase productivity and completion of works in progress: time, support, and accountability. These three mechanisms will be delivered through:

a. A one-course workload adjustment to the faculty member’s FPA for Spring 2013;
b. Participation in semester-long, weekly Writing Accountability Groups (described below); and
c. Participation in an information session at the beginning of the semester about how the groups can be facilitated best.

Writing Accountability Groups are four person, peer-mentoring groups that provide a support and accountability structure. Group members will be chosen among MCP applicants with an eye toward diversity in disciplines and ranks. The groups are expected to meet for one hour weekly during the program semester (excluding holidays). The schedule and timing of group meetings are developed collaboratively by participants of each group. Most weeks, each group member will check in about progress with writing goals for the past week, discuss goals for the coming week, celebrate successes, and work together to face any productivity challenges. At the conclusion of the program semester, members are expected to submit their work to a scholarly outlet and to share their experiences to interested CHSS faculty via a panel discussion. One group will be supported in Spring 2013.

Eligibility and Proposal
MCP is designed for full-time CHSS tenured or tenure-track faculty members. Proposals should focus on scholarly manuscripts/creative works that will be completed and submitted by the end of the program semester. Proposals must include the following components:

1. Name, department(s), rank, and title of project
2. A narrative of no more than 500 words that includes:
   a. A summary of the manuscript or creative work in development
   b. Where the work is in the completion process (drafts can be submitted as evidence)
   c. Outlets for work:
      i. If article, list expected peer-review outlets with a brief rationale
      ii. If book manuscript/proposal or other creative work not under contract, list the expected outlet(s) with a brief rationale
iii. If book manuscript/chapter or other creative work is under contract note publisher and due date (supporting material encouraged—e.g., contract)
d. Narrative explaining why and how this opportunity will be important to the process of completing the work.
e. Brief statement specifying tenure, promotion, or post-tenure timeline, if relevant
3. A one-page timeline for completion and submission
4. A current curriculum vitae of no more than 5 pages
5. List of any current or previous department, college, university, or external support received for proposed project including type/amount of support
6. Signed Department Chair Support Form

Evaluation of Proposals

Proposals will be evaluated by a committee composed of faculty members who have participated in the MCP. The committee will be chaired by the Associate Dean for Graduate Affairs and Research.

Proposals are due by 5:00 p.m., Friday, October 5th and should be submitted electronically to:
mcp_chss@kennesaw.edu

Questions about the MCP should be directed to Dr. Karim Ismaili in the Dean’s Office.

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i Works that are new as well as those requiring extensive revisions will be considered.
ii Model based on Dr. Rockquemore’s Faculty Success Program (www.facultydiversity.org/?FSProgramDescription); retrieved August 16, 2012