



THE CHANCELLOR'S DOCTORAL INCENTIVE PROGRAM

— BUILDING BRIDGES —
EXCELLENCE WITH DIVERSITY



| | |
|--|------------|
| OVERVIEW OF CHANCELLOR’S DOCTORAL INCENTIVE PROGRAM | 3 |
| PROGRAM DETAILS | 3-4 |
| PARTICIPANT ELIGIBILITY | 4 |
| APPLICATION CHECKLIST..... | 5 |
| ELEMENTS OF THE APPLICATION PACKET..... | 5-7 |
| APPLICATION TIMELINE | 8 |
| APPLICATION SUBMISSION | 8 |
| CAMPUS COORDINATOR CONTACT INFORMATION..... | 8 |
| SELECTION CRITERIA..... | 8-9 |
| FUTURE FACULTY PROGRAMS | 9 |
| SELECTION PROCESS..... | 10 |
| INFORMATION SESSIONS | 10 |
| APPENDIX | 10 |

TABLE OF CONTENTS

THE CALIFORNIA STATE UNIVERSITY

The California State University system is the nation's largest and most diverse four-year public university, providing opportunities for upward mobility to students across the state. The CSU is consistently recognized for the quality of its teaching and preparing job-ready graduates. It provides the most affordable higher education in the nation, enrolling nearly 460,000 students. It offers 4,100 degree programs that align with workforce demands. It stretches 800 miles serving California's vast region from Humboldt to San Diego. Twenty-one of the CSU campuses are currently recognized by the Department of Education as Hispanic-Serving Institutions (HSIs), colleges and universities with a Hispanic undergraduate student enrollment of at least 25 percent. Fourteen CSU campuses are also Asian American and Native American Pacific Islander Serving Institutions.

CHANCELLOR'S DOCTORAL INCENTIVE PROGRAM

The CSU Chancellor's Doctoral Incentive Program (CDIP) provides an opportunity for exceptional applicants interested in working as scholars and teachers in the CSU to receive comprehensive support during their doctoral studies. The CSU aims to cultivate and maximize the genius of students from every corner of every California community. We aim to be a national leader in the work of equity-centered access and student success. Fundamental to meeting this goal is supporting efforts to create a qualified and diverse faculty to meet the needs of the most ethnically and economically diverse student body in the nation. Through career development programming and mentoring by CSU faculty, we train doctoral students across the United States to enthusiastically support the CSU's ongoing commitment to the academic success of all of our students, including students from diverse racial/ethnic backgrounds, students with disabilities, students who are first generation to college, veterans, students with diverse socio-economic backgrounds, and students of diverse sexual orientations and gender expressions. Since 1987, CDIP has supported more than 2,500 fellows pursuing doctoral degrees with mentoring, financial support, and career development.

PROGRAM DETAILS

The program provides mentorship, career development and financial support to doctoral students who have the desire, interest, and motivation needed to teach the diverse student body of the CSU. The program supports doctoral students while they earn their degrees.

Mentorship

CDIP facilitates the success of doctoral students by formalizing the mentoring relationship with CSU tenure-line faculty.

CSU faculty mentors support CDIP fellows to:

- Successfully complete their doctoral studies.
- Prepare for employment in an instructional faculty position at a CSU.
- Develop as teacher-scholars.
- Collaborate in scholarly, creative, or research activities.
- Pursue service activities that intentionality support student success across diverse student groups.

Grants and Awards

CDIP provides opportunities each year for fellows to apply for grants and awards to support collaboration with CSU faculty mentors and enrich their doctoral training.

- CDIP Fellow Doctoral Education Support Grant (\$2,500) funds doctoral education activities, like supplies, small equipment, software, journal subscriptions, or professional services like hiring an editor, or participating in career development courses.
- CDIP Fellow Conference Travel Grant (\$1,500) funds conference travel to participate in professional meetings, conferences and workshops. Fellows can also apply for up to \$1,500 for their mentors to accompany them. Applications are accepted two times each year.
- CDIP Fellow Final Year Dissertation Award (\$5,000) supports doctoral studies completion in the final year when fellows are writing their dissertation.

The number of grants and awards each year depends upon approval of CSU budget.

Career Development Programs

- Pre-Professor Program: The Pre-Professor Program (PREPP) supports CDIP fellows' transition to faculty positions by engaging them in a virtual semester-long program at a CSU campus.
- First Friday Career Development: CDIP First Fridays Webinar Series brings fellows and faculty from across the CSU together to demystify higher education and faculty careers in the CSU. Meeting the first Fridays of the month, eight times per year, offers the opportunity to connect with peers and build networks with current and future faculty.
- National Center for Faculty Development and Diversity (NCFDD) membership: CDIP fellows are eligible for an individual membership to NCFDD if their institutions do not subscribe.
- Access to exclusive Career Development programs designed by and for CSU faculty, staff, and administrators through the system-wide Institute for Teaching and Learning (e.g., Advancing Inclusive Mentoring, Certificate Program for Student Success Analytics, and more).

Optional Loan Program

For students whose doctoral programs do not provide enough funding, CDIP offers optional private loans up to \$10,000 per year, with a maximum amount of \$30,000.

- Optional loan is repayable up to a 15-year period commencing one year after completion of, or withdrawal from, full-time doctoral study. Interest is not charged until the repayment period begins;
- Optional loan is forgivable at the rate of 20% for each year of full-time postdoctoral teaching employment in the CSU or 10% for each year of half-time postdoctoral teaching employment in the CSU. The amount forgiven is income, and it will be taxed.
- Funding available for the loan program depends upon approval of the CSU budget each year.

PARTICIPANT ELIGIBILITY

Applicants are not required to be current or past CSU students, but they must have a CSU Faculty Mentor (tenure-line) from their discipline (or closely related discipline) to apply. As such, applicants who meet ONE of the following criteria are eligible to apply:

- **Full-time doctoral student** currently enrolled in an accredited program in the U.S.
- **Individual** in the process of **applying to** accredited doctoral programs in the U.S. for the upcoming year.

CSU lecturers applying to or already enrolled in an accredited doctoral program are encouraged to apply.

Special Degree Considerations

Most professional doctoral degree programs (such as EdD, DPT, JD and PsyD) as well as certain online degree programs are designed for entrance into a non-academic career. Applicants in a professional doctoral program may apply to the CDIP only if they plan to pursue a tenure-line instructional faculty position and their doctoral program's mission includes preparation and training of future university faculty researchers and teachers.

CSU EdD programs were established for the purpose of preparing administrative leaders for the California public elementary and secondary schools and community colleges (California Education Code 66040.3). **Therefore, applicants enrolled in or applying to CSU EdD programs are not eligible.**

U.S. citizenship is not required, but applicants for CSU instructional faculty positions must be eligible to work in the United States.

ELEMENTS OF THE APPLICATION PACKET

The application components include:

Curriculum Vitae

Qualifications and Motivation Statement

Collaborative Plan of Support

Two Letters of Recommendation (one letter must be from proposed CSU Faculty Mentor).

Curriculum Vitae

Please include a current curriculum vitae, limited to four pages (at least 12pt font). The CV should focus on academic and professional accomplishments, including scholarly conference presentations (at regional or national meetings) and publications (e.g., peer-reviewed journal articles, book chapters, books). Please share education (e.g., degrees awarded or in progress), any research (e.g., presentations, works in progress, publications, research assistant experience), teaching (e.g., teaching assistant experience, supplemental instruction), or service activities (e.g., student leadership, community service), to date, awards/honors, and any work that you see relevant to your academic accomplishments.

Qualifications and Motivation Statement

Please describe qualifications for the Chancellor's Doctoral Incentive Program. The statement should be limited to three single-sided pages (at least 12pt font) and address: why the applicant is pursuing their degree in their particular field and what motivates them to become a future CSU faculty member who has the desire and commitment to teach the diverse student body of the CSU. A typical statement includes:

- Academic preparation (e.g., academic achievements, awards, honors and fellowships)
- Professional experiences in teaching and research
- Connection to the CSU (e.g., former/current CSU student or lecturer, knowledge of the CSU mission and role in propelling social mobility and preparing California's workforce)
- Dedication and ability to educate a diverse student body. Dedication to the CSU's ongoing commitment to the academic success of all of our students, including students of color, students with disabilities, students who are first generation to college, veterans, students with diverse socio-economic backgrounds, and students of diverse sexual orientations and gender expressions.
- How CDIP would help the applicant's professional development in ways that are not already happening
- How the applicant would plan to give back to future CSU students upon earning the doctorate

PLEASE NOTE: Students from a professional doctoral degree programs must address, in their Qualifications and Motivation Statement, how their degree will prepare them for a position as a future faculty member as well as their profession. Both letters of recommendation should address this as well.

ELEMENTS OF THE APPLICATION PACKET (CONTINUED)

Collaborative Plan of Support (CPS)

Applicants to the program must have a CSU faculty mentor. The faculty mentor must be a full-time tenured/tenure-track CSU faculty member. The mentor/student interactions are meant to assist the student in the doctoral program, to help the applicant understand the workings of higher education institutions and the faculty labor market specific to particular disciplines, and to aid the applicant in the development of skills needed to succeed as a CSU tenure-track faculty member. Please see the Faculty Mentor page on the CDIP website for more information about the CDIP faculty mentor's role and eligibility.

The faculty mentor and applicant are required to jointly develop a written CPS describing how they intend to maintain communication and collaboration. The plan should describe clearly defined activities and include a timeline designed to assist the applicant through their doctoral program. For example, if the applicant proposes to present at a conference in the first year of the plan, connect it to the CDIP Conference Travel Grant by identifying it as a source of funding for both applicant and mentor. The quality of this plan is critically important to the selection process.

The contents of the plan may vary depending on any prior contact the applicant may have had with the faculty and how familiar the applicant is with the demands of a doctoral program and the expectations of future faculty in the CSU. We encourage prospective applicants to identify and contact faculty who have similar disciplinary interests across the 23 CSU campuses. CDIP campus coordinators at each campus can assist in identifying potential mentors on their home campuses. Applicants are encouraged to share these guidelines with a prospective faculty mentor to start a conversation between the prospective fellow and mentor.

The plan should also include a short statement by the mentor attesting to the applicant's potential as a future CSU faculty. This can be an excerpt from the letter of recommendation.

The Collaborative Plan of Support should outline future activities (academic milestones) that address teaching, research and service the three dimensions of an academic career. The plan should include anticipated dates of completion for these activities and milestones. Suggested activities include the following:

Teaching

- Collaborative teaching/syllabus development
- Participation in teaching & learning seminars/meetings/workshops
- Activities making teaching & learning accessible to local neighborhoods, state, county organizations

Research & Scholarly Activities

- Collaborative Research Projects and Publications
- Collaborative grant proposal development
- Collaborative presentations in professional forums (e.g., conferences in the discipline)
- Collaborative creative activities
- Community partnerships in research or scholarly activities (e.g., making activities accessible to local neighborhoods, state, county organizations)

ELEMENTS OF THE APPLICATION PACKET (CONTINUED)

Service

- Mentoring Students
- Leadership (e.g., service on committees for a disciplinary organization, student leadership in department, college, or university levels)

We encourage applicants to **align yearly activities** (e.g., student degree progress/milestones) with CDIP Programs, Grants, Awards in Collaborative plans. For instance:

- Yearly application to Doctoral Education Support Grant (DESG): support progress in doctoral program (e.g., software, or minor equipment needed for courses, or disciplinary association memberships needed for career development). This grant is available one time a year.
- Yearly participation in CDIP Fellow Conference Travel Grant Applications: When will the applicant apply for these grants and to support which conference presentation(s)? Which conference will be attended with the CSU mentor?
- One-time participation in CSU Career Development activities: Pre-Professor Program, on-line or in person faculty development courses through the CSU like Advancing Inclusive Mentoring, Certificate Program in Student Success Analytics, or through CSU campus faculty development centers.
- One-time participation in CDIP Fellow Final Year Dissertation Award in the expected year an applicant will be writing their final dissertation chapter(s).

There should be clear evidence that the faculty mentor has familiarized the applicant and the applicant has become familiar with the CSU mission, governance, culture and expectations for CSU tenure-track faculty in the applicant's particular discipline.

Letters of Recommendation

Two current letters of recommendation are required with this application. One letter **must** be from applicant's CSU proposed faculty mentor. Those enrolled in a doctoral program must include a letter from a doctoral advisor. Those applying to doctoral programs should include a letter from someone in addition to the CSU faculty mentor who is familiar with their academic work, research interests, and potential for success in the discipline. The letters of recommendation should address:

- The quality of applicant's proposed plan of study (including the quality of the institution and department where applicant intends to pursue their doctoral degree).
- The applicant's potential to succeed as a doctoral student and be hired as a CSU tenure-track instructional faculty (particularly important for professional and/or online doctoral degree program applicants).
- The applicant's experience and motivation to enthusiastically support the CSU's ongoing commitment to the academic success of all of our students, including students of color, students with disabilities, students who are first generation to college, veterans, students with diverse socio-economic backgrounds, and students of diverse sexual orientations and gender expressions.

Letters should include the reference's name, address, email, telephone number, and be on campus letterhead. The applicant's CSU faculty mentor letter should describe the mentor's approach to mentoring graduate students and, if available, successes with guiding past students through their doctoral education and faculty job search.

APPLICATION TIMELINE

| | |
|-------------------------------------|--------------------|
| Application opens: | December 10, 2024. |
| Application deadline: | February 17, 2025. |
| Letter of Recommendations deadline: | March 3, 2025. |
| Decisions announced: | June 15, 2025. |

SUBMISSION REQUIREMENTS

Applications are submitted online. Prepare all elements of the application prior to starting the application. The portal does not allow applicants to save applications in progress.

- Only complete applications will be considered.
- We encourage applicants to have all materials ready to submit once they start the online application.
- We prefer PDF submissions of Qualification/Motivation statement, CV, and the Collaborative Plan of Support.
- Applications submitted after the deadline will not be considered.
- Letters of recommendation requests are sent automatically once application is submitted. Avoid delays by submitting correct email addresses for letter writers. We prefer PDF submissions of letters of recommendation.

CAMPUS COORDINATOR CONTACT INFORMATION

Each California State University has a designated CDIP campus coordinator who can assist in identifying a faculty mentor. They can also provide support and resources for preparing an application. They can provide sample application components and support for writing strong statements. Many hold information sessions. A list of coordinators can be found on the CDIP website: www.calstate.edu/CDIP.

SELECTION CRITERIA

Reviewers read the Qualification and Motivation Statement, CV, Collaborative plan, Letters of Recommendation. The scoring range of: 1 (Insufficient Merit), 2 (Some Merit), 3 (Good), 4 (Very Good), 5 (Excellent) is used for the following indicators:

- 1.** Connection to the CSU & passion for becoming a CSU professor: We are looking for students who understand the mission of the CSU and are passionate about teaching our diverse student body. We seek to increase the number of CSU faculty who have the desire and commitment to teach the diverse student body of the CSU and who enthusiastically support the CSU's ongoing commitment to the academic success of all of our students, including students of color, students with disabilities, students who are first generation to college, veterans, students with diverse socio-economic backgrounds, and students of diverse sexual orientations and gender expressions.
- 2.** Academic and research record strength: We seek to support doctoral students who are making exceptional academic progress as evidenced by the likelihood of earning the doctoral degree, such as GPA, involvement in honors programs, research training, academic or research awards or funding, publications/presentations exceeding/commensurate with the level of training. Potential for success as faculty member in the CSU.
- 3.** Clarity, feasibility, and appropriateness of professional development plan: Applicants and their mentors draft a Collaborative Plan of Support (CPS) detailing professional development outside of the work needed for the applicant's graduate research. CDIP is looking for applicants to plan for ongoing development in teaching, mentoring, and leadership, as well as in research. Activities in the CPS should be feasible, and balanced across teaching, research and service. We encourage connections between the CPS and CDIP Career Development Programs, Grants and Awards at each stage of the plans.

SELECTION CRITERIA (CONTINUED)

4. CSU Faculty Mentor Letter of Recommendation: CSU faculty mentor letter indicates a strong support of the applicant's and their partnership in CDIP. The potential, skills, motivation of students in the doctoral program. The quality of the proposed plan of study, potential to be successful in doctoral studies and to receive gainful employment as CSU tenure-track faculty. The CSU faculty mentor indicates strong support of the applicant's potential to enthusiastically support the CSU's ongoing commitment to the academic success of all of our students, including students of color, students with disabilities, students who are first generation to college, veterans, students with diverse socio-economic backgrounds, and students of diverse sexual orientations and gender expressions. Strong support of the applicant's commitment to educate the diverse student body in the CSU and dedication to mission, values and goals of the CSU.
5. Second Faculty Reference: The second faculty letter addresses how the current or future doctoral program will prepare the applicant for success as a future faculty member and success in their field. Strong doctoral programs are viewed favorably by CSU hiring committees. The quality of the institution and department where the applicant intends to pursue their doctoral degree and appropriateness for a CSU tenure track instructional faculty position. For example: Does it provide the appropriate certification or accreditation needed in the field?). For-profit universities do not generally provide the necessary preparation needed for a CSU tenure track faculty position. If an applicant is pursuing a professional degree (DSW, DNP, EdD) a case must be made that the degree is suitable for employment as CSU tenure-track faculty.

SELECTION PROCESS

Applications are submitted directly to the CDIP program. A systemwide committee evaluates the applications and makes recommendations. This systemwide committee is composed of the Faculty Director of CDIP, two representatives from Academic Senate of the CSU, a CFA member, and faculty from across the 23 campuses. Applicants will receive communication about the status of their application via email.

FUTURE FACULTY PROGRAMS

CDIP is committed to attracting future faculty who have the desire and motivation to join and return to the CSU as teachers and scholars. We aim to support doctoral students who have a strong commitment to the academic success of all of our students, including students from diverse racial/ethnic backgrounds, students with disabilities, students who are first generation to college, veterans, students with diverse socio-economic backgrounds, and students of diverse sexual orientations and gender expressions.

We are also committed to diversifying the CSU faculty in priority areas of the CSU and the nation in the areas of Science, Technology, Engineering, and Mathematics. We encourage members of the following racial and ethnic groups to apply: Black/African American; Latino/a/x, American Indian or Alaskan Native; or Asian or Pacific Islander. We also encourage people with disabilities, people who are first generation to college, veterans, and individuals with diverse socio-economic backgrounds, and individuals of diverse sexual orientations and gender expressions to apply.

We are committed to diversifying higher education for all groups who remain underserved in higher education.

We anticipate making between 25 to 35 awards for the 2025-2026 academic year.

INFORMATION SESSIONS

CDIP Information Sessions

CDIP will host several information sessions to support applying to the program. Please visit calstate.edu/CDIP for updates on the availability of these information sessions. Registrants will receive recordings of the information sessions.

CDIP Campus Coordinator Information Sessions

The CDIP Campus Coordinators may also have information session. Contact them directly for more information. A list of campus coordinators can be found on our website.

APPENDIX

IMPORTANT NOTES

- Acceptance into the program and/or 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 or 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 a professional doctorate in a specific sub-discipline). It is the applicant's responsibility to be aware of such requirements.
- To be awarded a fellowship, applicants must be accepted into a doctoral program by May 31, 2025.
- Probationary and tenured faculty members in the CSU are not eligible, regardless of their status in a doctoral program.
- Funding available for all the programs CDIP operates depends on approval of the CSU budget.
- CDIP Fellows apply to internal CDIP funds through an application process that is competitive.