University Graduate School Support for Enhancement of Research Colloquium/Seminars for PhD Programs

Purpose:

The University Graduate School (UGS) will provide small grants during the 2026-2027 AY to PhD-granting units to enhance their research colloquium/seminar series. The intended purpose of this support is to build intellectual community within academic programs and/or across the University and to enhance opportunities for the scholarly development and training of graduate (particularly doctoral) students. We also hope to facilitate the development of research and educational partnerships within the University.

These funds are intended expressly for:

- The support of a new colloquium/seminar series
- Expansion of existing colloquium/seminars to include speakers chosen by students or in response to student input
- Enhancement of existing colloquium/seminars specifically by increasing opportunities for graduate students to interact with visiting scholars.
- Enhancing the training of graduate students in topics related to rigor and reproducibility and research integrity.

Eligibility:

- **PhD-granting units at Florida International University**.*
  *Several Ph.D.-granting units within a College/School may submit a combined proposal.

- **Cost-Sharing Commitment from Department and College/School**
  Since these funds are intended for *enhancement* of research colloquium/seminar series, there is an expectation that PhD-granting units have also committed resources to these activities. Greater cost sharing by the unit will generally result in a stronger application for enhancement funds. An optimal proposal would have a cost-sharing commitment from both the department and the college/school.

IMPORTANT note for units that received colloquium funds last year: Please provide a report (as described at the end of the document) attached to the proposal.

Amount of Support:
Awards for a particular proposal are expected to be in the form of matching funds to unit commitments (1/1 match) not to exceed $3,000. Joint proposals, i.e., a proposal submitted in partnership with other units, may exceed $3,000.

Deadlines:
Proposal and report submissions deadline: **July 10, 2026**
Deadline to spend colloquium funds: **June 1, 2027**

All proposed colloquium/seminar series must meet the following criteria:

- Benefit a significant number of graduate faculty and graduate students across the unit(s).
- Provide opportunities for graduate students to participate in the colloquium/seminar.
- Provide opportunities specifically orchestrated for graduate students (particularly doctoral students) to interact with outside speakers, e.g., escorting the speaker, special question and answer session, round-table discussion, etc.
- At least one seminar needs to directly address a topic related to research integrity and/or rigor and reproducibility.
- Obtain written evaluations from graduate students regarding the opportunities provided for graduate students to interact with visiting scholars (sample attached).

Proposals must include the following information (not to exceed 3 pages):

- Proposal cover sheet (attached)
- Brief objectives, justification and outline *of the proposed enhancement*.
    - Be sure to outline enhanced activities/opportunities for graduate students to interact with visiting scholars.
- PhD-granting unit(s) that will be the official sponsor(s) of the enhanced colloquium/seminar series.
- Additional units(s) that would benefit from the proposed enhancement, including PhD-granting units and active research groups/centers.
- Brief budget
    - Expenses (estimated honorarium, room costs, travel, etc.).
    - Specifics of cost-sharing commitment.
- Although UGS is not opposed to supporting program proposals that include social activities, be cognizant that E&G funds cannot be used to buy food or beverages.
- At least one talk/presentation will be about research integrity and ethics.
- Provide the topic(s) that will be addressed and a list of potential speakers.

If colloquium funds were provided in 2025-2026, then along with the proposal submit a 1-2 page report of Graduate Student Benefits to UGS that includes the following:

- Estimates of numbers of faculty, graduate students and others who attended.
- Summary of graduate student evaluations of their opportunities to interact with the visiting scholars (see sample evaluation below).
- Unit's response to graduate student evaluations.
- A list of visiting scholars, including titles and affiliations, and the title of their presentation.
- Summary of expenses and cost-sharing.

Proposal submissions Deadline: **July 10, 2026**. Submit proposals to Ashley Mendes by email amendez@fiu.edu.

Disbursement of Funds:
UGS will disburse funds to a department account upon approval of program proposal. (Programs will not be required to submit invoices to UGS for payment.)

University Graduate School Colloquium Enhancement Initiative

Proposal Cover Sheet
2026-2027

Name of Unit Representative: _____

PhD Granting Unit: _____

Phone Number: _____ Room/Office #: _____

Email Address: _____

Amount of Funds Requested: $_____ ($3,000 max)

Your Unit/College Match: $_____

Budget Manager Name: _____

Budget Manager Phone Ext: _____

Budget Manager Email: _____

Activity Number (Fund 210/211 only): _____

Please submit proposal **to Ashley Mendez by July 10, 2026** – by email amendez@fiu.edu.

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Sample Graduate Student Evaluation

(To be administered after each speaker, mid-way through the year and/or at the end of the year as most appropriate for the program)

1. Did you have opportunities to interact with any of the visiting scholars/colloquium speakers on an individual basis or in a small group? Please describe.

2. How can we improve the opportunities for students to interact with visiting scholars/colloquium speakers?

3. What did you find most valuable about interacting with visiting scholars/colloquium speakers?

4. Did you find the [*chat sessions, meals, laboratory tours/visits, escorting opportunities, etc.*] with the speakers to be beneficial and how can improve those opportunities for graduate students?

5. How can we improve the process for involving students in the selection of visiting scholars/colloquium speakers?

6. Do you have any other suggestions as to how the colloquium can be improved?