

Engaged Teaching Fellow Proposal Instructions

A. Purpose

Engaged Teaching Fellow Awards assist faculty in innovative teaching by providing support in the form of funding for materials and/or released time to incorporate service-learning activities in their classes. Since all faculty are required to devote effort toward improving their teaching, candidates for this award must demonstrate the value of their project beyond its usefulness for their own courses.

B. Award and Activities

Stipends of up to \$1200 are awarded to support projects with the potential to produce innovations and improvements in service-learning in teaching. It is expected that these awards would support innovation; not activities already or normally supported by the academic department. Faculty will participate in a total of three service-learning workshops during the spring 2009 and fall 2010 semesters. Faculty will showcase their activities in the spring semester.

Examples are:

- Interdisciplinary use of service-learning
- Assessment of service-learning impact
- Introduction or growth of service-learning within and particularly across department teaching

C. Eligibility

To be eligible to apply, the applicant must be a fulltime faculty member.

D. Application Deadline

December 1st, 2008

The faculty member must submit a completed application to the Center for Teaching Excellence, Randall Library, Room 2038.

Application Proposal

The application must be written for a multidisciplinary audience and shall include the following:

- A cover sheet signed by the applicant and his/her Department Chair.
- A brief narrative budget.
- A brief (three page, double-spaced) description of the proposed service-learning development or improvement activity, including a statement of (1) the specific rationale for the innovation in service-learning that the course

will adopt; (2) how the proposed activity will result in changes from the applicant's current teaching practice; (3) how the changes in practice may serve as a model for others teaching similar subject matter or using similar teaching techniques; (4) specific criteria and methods by which the applicant will assess the effectiveness of the activity. Successful applicants will incorporate service-learning in their courses no later than Spring semester, 2010; although Fall, 2009 is preferred. It is important to document how the innovation in service-learning will impact the community beyond the particular course or courses being proposed. We are interested in growing engaged teaching through these awards. Thus, successful proposals will include a description of how the proposed innovation may have an impact on the greater community (e.g. through workshops to faculty in and outside the discipline; through incorporation of interdisciplinary approaches to service-learning).

E. Selection of Recipients

Procedures

The Director of the Center for Teaching Excellence will convene an Engaged Teaching Fellows Award Committee and present applications to the committee for review. After consultation with this committee, the Director will announce award recipients by December 10, 2008. Applicants whose proposals are returned for revision and resubmission must submit revised applications to the Director of the Center for Teaching Excellence for re-evaluation by the Award Committee.

Criteria

In evaluating proposals, the committee will consider:

- Overall quality of the proposal.
- Method and feasibility of the project.
- Potential quality and degree of innovation.
- Adherence to recognized standards of teaching excellence.
- Potential benefits for the applicant and, as importantly, its benefits to the applicant's department, school or college.
- Quality of the project's assessment criteria and methodology.

F. Subsequent Responsibilities

Subsequent to the award, recipients will be required to file a report of their activities with the Center for Teaching Excellence including a summary for publication on the CTE web page. Applicants who have not fulfilled subsequent responsibilities for previous awards will not be considered.