

**TEACHING SCHOLAR FELLOWSHIP PROGRAM**  
**Summer 2012**  
**Minnesota State University, Mankato**

President Richard Davenport and the Faculty Development Committee are pleased to announce the call for proposals for the PRESIDENTIAL TEACHING SCHOLAR FELLOWSHIP PROGRAM. The purpose of these Fellowships is to provide support for faculty in their commitments to teaching and learning at Minnesota State University, Mankato.

Each Fellow will be engaged in a teaching and learning project that will involve both teaching and scholarship. This project will be unique and innovative, going beyond routine course preparation and revisions, and enhance both the Fellows teaching and their student's learning. This award is for a project that exemplifies the University's commitment to excellence in teaching, learning, and the scholarship of teaching, and that specifies outcomes that enhance student learning.

The Teaching Scholar Fellowships will be awarded on a University-wide, competitive basis. Proposals will be reviewed by the Faculty Development Committee and recommendations will be made to the Provost and then the President.

Each fellow selects how they will be awarded the \$7,000 award. 1) A taxable stipend of \$7,000 for the summer period, payable in three installments over a six-week period, plus \$300 for related supplies, fees or travel; or 2) \$7300 for travel, equipment, supplies, student help, and other non-salary items (this option does not include a taxable stipend). In either case, the fellowship recipient must set aside a minimum of 6-weeks exclusively for this project.

**FELLOWSHIP ELIGIBILITY REQUIREMENTS:**

1. Full-time faculty who are tenure-track (probationary), tenured, or non-tenure track, are eligible to apply, though those on fixed-term appointments are not eligible to apply.
2. Continued full-time service to the University is required during the year following the award period.
3. A Fellowship may not be used adjacent to any sabbatical leave.
4. A Fellowship may not be used to complete a terminal degree (eg. coursework, thesis, or dissertation credits).
5. Preference will be given to applicants who have not been awarded Teaching Scholar Fellows in the past five years.
6. Applicant must clearly specify a consecutive six-week period in the summer for intense involvement in the program.

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7. During this consecutive six-week period, the fellow may not be engaged in or accept any other salary from Minnesota State University, Mankato or from any other funding sources, including fellowships, grants, summer teaching, or other similar professional employment.

### REPORTING REQUIREMENTS

1. A written report of the completed project based on the eight points of the proposal format will be submitted to the Provost/Vice President for Academic Affairs by September 30, 2012.

2. Each Fellow will make an appropriate public presentation during the annual Teaching Scholar Week each fall at Minnesota State University, Mankato.

### PROPOSAL FORMAT & REQUIREMENTS

- Proposals must follow the specified format.*
- Proposals should be no more than 4 single-spaced and numbered pages, carrying the project title, and using no less than a 12-point font and one-inch margins for consistency.*
- The proposal must clearly address each of criteria in the order listed below.*
- Non-compliant proposals may, at the discretion of the committee, be rejected from review.*

#### A. Application Cover Sheet

*Provide your name and title of your project on the cover sheet only.*

#### B. Verification of Eligibility & Preferential Status Form

*Complete the form and include with your proposal submission.*

#### C. Proposal Outline

1. Provide a clear and thorough description of your teaching scholar project, written for a cross-disciplinary panel of faculty reviewers. Describe specifically what you propose to do during the summer of 2012.
2. Explain specifically how you expect this project will enhance your teaching and will enhance learning for your students.
3. Discuss how you will evaluate or assess the impact of the project on your teaching and student learning (eg. what specific learning objectives will this help them meet and how will those be assessed).
4. Explain how this project will enhance your own learning, professional development, and scholarship and the relationship of the project to specific goals in your professional development plan (PDP).
5. Provide a detailed (i.e. clear, thorough, feasible) timetable of activities for the six consecutive weeks of the project.

If your project will gather data from human subjects in any way other than usual educational assessment, discuss this and affirm that you will seek approval of the Institutional Review Board.

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### **REVIEW and AWARD PROCESS**

1. Submit your proposal to the Office of the Provost/Vice President for Academic Affairs no later than October 14, 2011.
2. The Faculty Development Sub Meet and Confer will review the proposals using the Teaching Scholar Fellowship Program Scoring Rubric (a copy of which you can download to see how the proposals are evaluated).
3. The Committee will submit recommendations to the Provost/Vice President for Academic Affairs no later than November 18, 2011.
4. The Vice President for Academic Affairs will submit recommendations to the President, who will make final selections and notify the recipients of the Teaching Scholar Fellowship by December 5, 2011.
5. During Spring semester 2012, work with the Office of Academic Affairs to determine payment process.
6. Projects are to be carried out for a continuous six week period during the summer of 2012, between May 14, 2012 and August 17, 2012.