



MINNESOTA STATE UNIVERSITY MANKATO
PRESIDENTIAL TEACHING SCHOLAR FELLOWSHIP PROGRAM

DESCRIPTION:

President Edward Inch 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 Fellow's teaching and their students' learning. This award is for a project that exemplifies the University's commitment to excellence in teaching, learning, the scholarship of teaching, and outcomes that enhance student learning. Projects supported by this grant enhance the fellow's teaching and contribute to the individual's special field of knowledge.

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 fellowship: 1) A stipend of \$7,000 for the summer period, payable in three equal bi-weekly payments, plus \$300 for related supplies, fees or travel; or 2) \$7,300 for travel, equipment, supplies, student help, and other non-salary items Note: The \$7,000 award is per project regardless of the number of co-applicants.

FELLOWSHIP ELIGIBILITY REQUIREMENTS:

1. Full-time faculty who are tenure-track (probationary) or tenured, are eligible to apply; 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 to complete a terminal degree (e.g. coursework, thesis, or dissertation credits).
4. The project must be completed between the last duty day of spring semester and before the first duty day of fall semester.
5. Preference will be given to:
 - Applicants who have not been awarded Teaching Scholar Fellows in the past five years.
 - Applicants who have a collaboration across disciplines (must be a joint application from different departments)

REPORTING REQUIREMENTS:

1. All Fellowship Recipients will present the results of their project within one year of completion.

2. Awardees will create a conference board presentation that will be displayed at various campus locations. More details will be included in the award letter.

PROPOSAL FORMAT & REQUIREMENTS

- Proposals must follow the format specified below.
- Proposals should be no more than four (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. Do not carry your name to the other pages.

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.
2. Provide a detailed timeline of activities to be completed during the six weeks, and address the feasibility of completing the tasks within the allotted time.
3. Discuss how you will evaluate or assess the impact of the project on your teaching and student learning (e.g., what specific learning objectives will this help both you and students meet and how will those be assessed).
4. Explain in detail how you expect this project will enhance your own teaching and learning, relating it to specific goals put forth in your PDP (Criteria 1 and 3).
5. Explain in detail how this project will enhance your scholarship, relating it to specific goals put forth in your PDP (Criterion 2). Awardees are strongly encouraged to engage in additional scholarly activities related to the dissemination of findings from their project. Possible scholarly activities include, but are not limited to:
 - Presenting the findings of project at a national, regional, or state conference
 - Presenting the findings at a workshop or professional development to entities outside of the University
 - Writing a grant based upon findings of the project
 - Participating in exhibitions, juried shows, musical or theatrical performances
 - Consulting
 - Developing software based on the results of the project
 - Writing a book based on the project
 - Publication of the results of the project
6. Explain how this project will enhance learning for your students.

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.

REVIEW and AWARD PROCESS

1. Submit your proposal to the Office of the Provost and Senior Vice President for Academic Affairs no later than **the last Friday in January**. Proposals should be sent via email to Courtney Conroy (courtney.conroy.2@mnsu.edu).
2. The Faculty Development Sub Meet and Confer will review the proposals using the Presidential 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 and Senior Vice President for Academic Affairs no later than the **last Friday in February**.
4. The Provost and Senior 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 **the last Friday in March**.
5. Work with the Office of Academic Affairs to determine payment process prior to the end of the spring semester.
6. Projects are to be carried out during the summer immediately following the award.