

Distribution F



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**2006-07 Scholarship of Teaching and Learning Awards Program**

(NOT YET Approved by the Faculty Senate Steering Committee, *date*)

**Applications must be submitted to the Faculty Center for Teaching and Learning (FCTL), Classroom Building I, Room 207 no later than 5:00 p.m. March 19, 2007.**

**I. Program Overview**

The Office of Academic Affairs provides the funding for these awards. For academic year 2006-2007, UCF will sponsor 10 awards for the Scholarship of Teaching and Learning (SoTL). Additionally, awardees from this program may be supported to attend and present papers at the International Conference on Teaching and Learning or other Teaching and Learning conferences, should they so wish.

**II. Funding**

Per the UCF BOT/UFF 2004-2007 Collective Bargaining Agreement, regardless of the contract length (9-months or 12-months), award recipients will receive a \$5,000 increase to their base salary retroactive to August 8, 2006, the start of the 2006-2007 contract. The actual dollar amount awarded for the academic year 2006-07 will reflect the employee's FTE for the year.

**III. Faculty Eligibility Criteria and Award Criteria**

**Eligibility Criteria:** A faculty member is considered "eligible" for the SoTL award if all the following criteria are met:

1. The faculty member must be on a full-time 9 or 12 month appointment as an instructor or as a professor, associate professor, or assistant professor.
2. The faculty member must have at least four years of continuous service at UCF. Specifically, a faculty member must be employed at UCF **on or prior** to August 8, 2002.
3. No faculty member may receive the award more than **once every five years**.

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**Award Criteria:** The criteria for evaluating applicants' portfolios include the following four major categories (to be applied as is appropriate for a specific discipline)

1. Value or impact of Scholarship of Teaching and Learning efforts both within the discipline and to the teaching and learning community (i.e., serving as an editor or a peer reviewer for a SoTL journal, presenting SoTL research results at professional conferences and other forums within and outside UCF).
2. Peer recognition of research and creative efforts in the same or related disciplines.
3. Publication of research and creative efforts in the same or related disciplines.
4. External grant and contract support for SoTL activities appropriate to the applicant's discipline.

#### **IV. Application Materials and Required Sections of the Application/Portfolio**

1. Table of contents.
2. Nomination letter from the chair of the department or a colleague written specifically in support of this award. Self-nominations are also accepted. The letter should stress the nominee's achievements in dissemination of knowledge relating to the Scholarship of Teaching and Learning.
3. Statement of Scholarship of Teaching and Learning philosophy (250 words, maximum, 12 point type).
4. Statement of the value of one's scholarship and of the efforts made to disseminate that knowledge (100 words maximum, 12 point type).
5. Curriculum Vitae.
6. Narrative on the impact of [your] Scholarship of Teaching and Learning [research in which the student population, teaching and assessment innovations, results, impact on student learning and plans for further action are described.]
7. Appendices: Hard copies of publications, grants, or other appropriate materials and evidence of Student Learning from SoTL research.

#### **V. Evaluation and Award Process**

The award winners will be determined by a University-level committee consisting of one (1) **tenured and annually elected** representative from each of the colleges and the director of FCTL. The elected faculty members, preferably and to the extent possible, should have

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demonstrated accomplishments in the area of scholarship of teaching and learning. All committee members shall be voting members for the purposes of these awards. Faculty candidates for the award are not eligible to serve on this committee. The director of FCTL will convene the first meeting of the committee and the committee chair shall be elected at this first scheduled meeting of the committee. The Office of Academic Affairs will inform nominees selected for the award. Awardees will be invited to submit a picture, teaching philosophy statement, and biographical statement for display on the "Teaching Excellence Wall" in the Classroom Building 1 (CL1). An article, written by the awardees, may be published in UCF's *Faculty Focus*.

**Scholarship of Teaching and Learning Awards 2006-07 Schedule**

December 6, 2007	Distribute guidelines to all faculty via Distribution F and campus e-mail
January 31, 2007	UCF-TIP, RIA, & SoTL Workshop, 2:00-3:00 PM, Student Union, Cape Florida, Rm 316D
February 1, 2007	UCF-TIP, RIA, & SoTL Workshop, 2:00-3:00 PM, Student Union, Garden Key, Rm 221AB
February 19, 2007	Election of SoTL Review & Selection Committee
March 19, 2007	<b>SoTL portfolios due to FCTL</b>
April 9, 2007	Committee's recommendations due to Barbara Davis, <a href="mailto:bmdavis@mail.ucf.edu">bmdavis@mail.ucf.edu</a> - Faculty Relations
April 27, 2007	*Academic Affairs to notify all applicants of outcome – letters prepared by Faculty Relations *FCTL to notify all applicants of outcome