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2008-2009 Scholarship of Teaching and Learning Awards Program

(Approved by the Faculty Senate Steering Committee, **XX**)

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, 2009.

I. Program Overview

The Office of Academic Affairs provides the funding for these awards. For academic year 2008-2009, UCF will sponsor a minimum of 1 award for the Scholarship of Teaching and Learning (SoTL) for the College of Medicine. 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

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, 2008, the start of the 2008-2009 contract.

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, 2004.
3. No faculty member may receive the award more than **once every five years**.
Previous award recipients: Specifically, any faculty member who received a SoTL increase that became effective August 8, 2004, or later is not eligible for a SoTL this year. Faculty who received the award in 2003-2004 are eligible to apply for the 2008-2009 award.

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, e.g., serving as an editor or a peer

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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 dean, director, chair, 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 the nominee's scholarship and of the efforts made to disseminate that knowledge (100 words maximum, 12 point type).
5. Curriculum Vita.
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 at least three and no more than five tenured, tenure-earning, or multiyear elected faculty members and the director of the FCTL. 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. 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*.

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Scholarship of Teaching and Learning Awards 2008-2009 Schedule

January 8, 2009	✓ Faculty Senate completes review of university requirements for UCF-SoTL
January 9, 2009	✓ Distribute Guidelines to All Faculty
January 15, 2009	✓ UCF- RIA, & SoTL Workshop, 3:30-5:00 PM, Student Union, Cape Florida, Rm 316B
February 20 , 2009	✓ Election of SoTL Review & Selection Committee ✓ Names of those elected should be sent to T. Crouse by February 27, 2009
March 19, 2009	✓ SoTL portfolios due to FCTL
April 9, 2009	✓ Committee's recommendations due to Barbara Davis, bmdavis@mail.ucf.edu - Academic Affairs, Suite 351
April 27, 2009	✓ Academic Affairs to notify all applicants of outcome ✓ FCTL to notify all applicants of outcome, including reasons for the recommendations

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