**2019 University of Toronto Teaching Fellowship Application Form**

For a full overview of University of Toronto Teaching Fellowships program, please follow this link:

**http://www.provost.utoronto.ca/awards/TeachingFellowships.htm**

**NOTE: Two (2) Fellowship positions are available during the 2019-2020 Fellowship intake cycle.**

NOTE: You must be a Teaching Stream faculty member to apply for a University of Toronto Teaching Fellowship. All applications need approval and signature of the head of the sponsoring academic unit. Applications to the Program Review or Renewal stream also require approval and signature of the Dean or designate

**PROPOSAL SUBMISSION SHOULD NOT EXCEED 10 PAGES**

**Applicant Information:**

|  |  |  |  |
| --- | --- | --- | --- |
| **FIRST NAME:** |  | **LAST NAME:** |  |
| **ACADEMIC UNIT:** |  | **TEACHING**  **APPOINTMENT:** |  |
| **EMAIL:** |  | **PHONE NUMBER:** |  |
| **ACADEMIC UNIT HEAD:** |  | **DEAN (or designate):** |  |

**Proposed Project Title:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Select the Area of Focus for your project:**

🞏 A. Program Curriculum Review or Renewal **OR** 🞏 B. Course Renewal or Development

If you have any questions while completing this application form, please contact [awards.provost@utoronto.ca](mailto:awards.provost@utoronto.ca) . **The deadline for submitting proposals is January 18th, 2019.**Completed applications should be emailed to [awards.provost@utoronto.ca](mailto:awards.provost@utoronto.ca). Each division may hold only one Fellowship per two-year cycle.

**A. Application Sections for Program Curriculum Review or Renewal**

**Select the Scope for your project:**

🞏 Specialist 🞏 Major

🞏 Minor 🞏 Collection of courses

🞏 Other (please specify)

**Section 1 – Project Overview (2-3 pages)**

Please provide a clear description of the project, addressing the following:

* Which academic program will be enhanced by this project?
* What is the rationale for this project? What motivated the need for program curriculum review/renewal?
* What evidence exists to support the identified need? (E.g. external review report, student performance, course evaluations, alumni feedback, etc.)
* What are the goals of the project, and how will the Teaching Fellowship help support those goals?
* How will the project be sustained beyond the length of the Fellowship? How will you and your academic unit maintain momentum once the Fellowship is over?
* What prior experience or relevant expertise prepares you to undertake this project?

**Section 2 – Project Details (2-3 pages)**

Please outline the specifics of the project, including the following:

* overall timelines and major milestones
  + the Fellowship is 2 years, but the project may be longer – highlight what elements of the overall project you hope to accomplish within the timeframe of the Fellowship
* key deliverables (e.g. consultation reports, curriculum map, implementation plan, assessment plan, etc.)
* proposed project team (roles & responsibilities of who will be involved)
  + graduate student Research Assistant(s) involvement (draft breakdown of duties over the two-year Fellowship)
* budget (use of course release, $5000 stipend, and $10,000 to support graduate student Research Assistantships)
* if warranted, plans for implementing the renewed program or curriculum
* plans for involvement of the academic unit

**Section 3 – Intended Project Outcomes (2-3 pages)**

Please outline the intended outcomes of the project and how you will measure the impact. Address the following:

* In what ways do you anticipate the project will help enhance students’ overall learning experiences in the program?
* Will this project help address recommendations from the most recent University of Toronto Quality Assurance Process program review and/or meet the strategic priorities of your home academic unit/division?

**Section 4 – Fellowship Impact (1-2 pages)**

A key goal of the Teaching Fellowship is to enable Teaching Stream faculty to expand their pedagogical leadership capacity. Expectations and opportunities for participation in the intellectual life of CTSI are outlined in the *Program Structure* section of the [Teaching Fellowship site](http://www.provost.utoronto.ca/awards/TeachingFellowships.htm). Considering those opportunities, please describe how your role as a Teaching Fellow will impact your academic unit and the teaching and learning community at the University of Toronto. Please address the following:

* In what ways will being a Teaching Fellow help you support the teaching culture in your academic unit and at the University of Toronto?
* How will you use the Teaching Fellowship to help build capacity in others?
* In what ways will being a Teaching Fellow help you develop broader teaching and learning networks?
* If you have specific ideas for how you might engage with the activities supported by the Fellowship referenced above, please provide a description.

**B. Application Sections for Course Renewal or Development**

**Select the Theme for your project:**

🞏 Student Support 🞏 Integrated and Work-Integrated Learning

🞏 Instructional Innovation 🞏 Assessment

🞏 Other (please specify)

**Section 1 – Project Overview (1-2 pages)**

Please provide a rationale and clear description of the project, addressing the following:

* Describe the course that will be renewed or developed thorough this project.
* What is the rationale for this project? What motivated the need for this course development/renewal? How will the Teaching Fellowship help support this development/renewal?
* What evidence exists to support the identified need? (E.g. external review report, student performance, course evaluations, alumni feedback, etc.)
* What prior experience or relevant expertise has prepared you to undertake the development or renewal of this course?

**Section 2 – Project Details (2-3 pages)**

Please outline the specifics of the project, including the following:

* a detailed outline of the course development/renewal plan and how the course will contribute to the overall curriculum of the program;
* an implementation plan for desired changes to the course;
* overall timelines and major milestones
* key deliverables (e.g. course syllabus, assignment and assessment plan, implementation details, etc.)
* proposed project team (roles & responsibilities of who will be involved)
  + graduate student Research Assistant involvement (draft breakdown of duties over the two-year Fellowship)
* budget (use of course release, $5000 stipend, and $10,000 to support graduate student Research Assistantships)

**Section 3 – Project Impact (2-3 pages)**

Please outline the intended outcomes of the project and how you will measure the impact. Address the following:

* In what ways will the project help to enhance students’ overall learning experiences in the course?
* In what ways and to what extent does this project plan align with the chosen theme?
* Given your project goals and outcomes, what evidence do you plan to gather to assess the impact of this project?
* How will this project help implement recommendations from the program’s most recent academic program review through the Quality Assurance Process and/or the strategic priorities of your home academic unit/division?
* How will you ensure the sustainability of the course change after the Fellowship? (i.e. after the resources provided by the Fellowship are no longer available)
* To what extent might the strategies/approaches/tools/resources developed for this course be able to be applied in other disciplines and/or across courses in similar programs or areas? For example, can you anticipate that what you learn through this course development process might inform other first-year courses, or courses in a related cognate discipline, or courses with a similar teaching context (e.g. lab-based courses, field courses, and community-engaged courses), etc.?

**Section 4 – Fellowship Impact (1 page)**

A key goal of the Teaching Fellowship is to enable Teaching Stream faculty to expand their pedagogical leadership capacity. Expectations and opportunities for participation in the intellectual life of CTSI are outlined in the *Program Structure* section of the [Teaching Fellowship site](http://www.provost.utoronto.ca/awards/TeachingFellowships.htm). Considering these opportunities, please describe how your role as a Teaching Fellow will impact your academic unit and the teaching and learning community at the University of Toronto. Address the following:

* In what ways will being a Teaching Fellow help you support the teaching culture in your academic unit and at the University of Toronto?
* How will you use the Teaching Fellowship to help build capacity in others?
* In what ways will being a Teaching Fellow help you develop broader teaching and learning networks?
* If you have specific ideas for how you might engage with the activities supported by the Fellowship referenced above please provide a description.
* To what extent are the anticipated approaches/findings/resources generated through your Teaching Fellowship project able to be applied across disciplines and in other areas of the University, beyond your own academic unit?

**Signatures of Endorsement:**

Applicant Date

Unit Head, if applicable (Principal, Director, Chair) Date

Dean (or designate) Date