PROGRAM DEFINITION: The Teaching Fellowship program offers the opportunity for teaching fellows to work with Furman faculty throughout the academic year. It is designed to promote effective teaching and learning through innovative course design, development, and delivery and to give Teaching Fellows substantive experiences through their involvement in these activities. Each $500 fellowship assumes four to five hours of activity per week during fall or spring term. A very limited number of $1500 awards will be made for summer 2018 for more concentrated project work (eight to ten weeks of half-time activity, or four to five weeks of full-time activity), but not to support summer session courses.

ELIGIBILITY: Faculty in all academic departments are eligible to apply for teaching fellows for activities related to their courses. However, requests for resources to support FYW courses are not funded by the Teaching Fellowship Program. Those requests should be directed to the First Year Seminar Committee.

Fellows will usually be seniors who have a GPA of 3.0 or better in their majors. Academic credit may not be awarded for the fellowship. Any questions concerning the eligibility of a student should be directed to Erik Ching (phone – 2119).

APPLICATION DEADLINES: Submit applications electronically (name the file “YourlastnameTeaching2018-19”) to summerfellowship@furman.edu by Friday, March 23 for summer awards or Friday, August 31, 2018 for Fall 2018 classes. While you are encouraged to meet the August 31 deadline for all 2018-19 courses, applications for Spring 2019 classes will be accepted until Monday, January 7, 2019.

GUIDELINES:
1. The Teaching Fellowship is intended to promote creative collaborative opportunities for students to assist faculty in developing new and innovative assignments, projects, or organization of a course. Faculty receiving teaching fellows must commit themselves to closely supervising each fellow and to involving the fellow meaningfully in the teaching project.
2. Teaching fellows are to be regarded as junior colleagues of faculty members. They should not be used primarily as secretarial or clerical staff or as monitors or attendants for teaching facilities. Fellows should not replace faculty in the grading of academic work.
3. The program is not intended for a course which needs a paid assistant as part of its regular maintenance. Courses that require regular teaching assistant support should receive funding from their departments.
4. Fellows should not be divided among an excessive number of projects or supervisors so that fellows can receive consistent feedback and support.
5. Faculty awarded teaching fellows are required to submit a short summary report to the Fellow Committee by the beginning of the following semester.

CRITERIA FOR EVALUATION: The Fellows Committee will use the following criteria as the basis for awarding Teaching Fellowships:
1. Quality of the teaching project proposed. We are looking for creative proposals that help faculty explore and develop new and innovative teaching methods that result in new educational opportunities for their students.
2. The degree to which the teaching fellow is meaningfully involved in the project.
3. Availability of teaching fellows from other sources.

Priority will be given to new projects that are designed to stimulate the development of innovative instruction. If a project is successful, we urge faculty to seek other sources of support for continuation of the project (i.e., most likely through the appropriate academic department.)

Given the above criteria, efforts will be made to ensure an equitable distribution of fellows across disciplines.
THE 2018-19 TEACHING FELLOWSHIP PROGRAM
FACULTY APPLICATION

Name your file “YourlastnameTeaching2018-19”
Submit electronically to summerfellowship@furman.edu by August 31, 2018. (Applications for Spring 2019 courses are encouraged to meet the earlier April deadline; however, you may also submit applications for Spring 2019 courses by January 7, 2019.)

FACULTY NAME:

DEPARTMENT:

DEPARTMENT CHAIR:

List the name(s) of the student(s), course(s), and term(s) for the proposed project.
Attach a student application form for each fellow nominated.

<table>
<thead>
<tr>
<th>STUDENT(S)</th>
<th>COURSE(S) - NUMBER &amp; TITLE</th>
<th>TERM(S)</th>
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1) Give a clear and concise description of the project. Be as detailed as possible in describing the project and in describing the planned activities for the fellow.

2) If this is the first time you are applying for a teaching fellow for this project, describe the ways in which working with the fellow on this project will impact the course(s).

3) If you have received a fellow for this project before, list the term(s) and year(s) of previous support and describe how the fellow helped you to improve the quality of instruction and student learning in your course. Describe any changes, if any, in the fellow’s activities in this current application. If the teaching fellow has become an indispensable part of your course, what attempts have you made to seek more permanent sources of support for this position?

4) If you have not selected a specific student for this project, list any special skills and/or experiences that the student needs to participate in the project.

Please share your answers (or an appropriate portion of your application) with your student(s) to better encourage student understanding of what will be involved with the project – both intellectually and logistically. This will enhance the quality of the student essay portion. Please ensure that the students have a good understanding of your expectations for the type of work they will be performing for the duration of the teaching fellowship.

Your department chair must submit an endorsement of your proposal. Copy the following, insert your name and name of course or project, e-mail it to your department chair, and ask him/her to forward it to summerfellowship@furman.edu by the deadline stated on the previous page.

DEPARTMENT CHAIR ENDORSEMENT:

I have read the guidelines and criteria for evaluation for the Teaching Fellowship program. Having spoken with faculty name, I am confident that this proposal for name of course or project is designed to promote effective teaching and to give substantive experiences to Teaching Fellows. (Chairs – Please add any additional information that you deem appropriate.)
2018-19 TEACHING FELLOWSHIP PROGRAM
STUDENT APPLICATION
(Attach a student application form for each fellow nominated.)

STUDENTS: Submit this form to the faculty member with whom you will be collaborating.

Faculty Supervisor: Course(s):

STUDENT NAME:

ID#:

E-MAIL:

Local Address:

City, State, Zip:

Local phone:

Permanent address:

City, State, Zip:

Phone:

Expected Graduation Date:

Major: Overall GPA: Major GPA:

List the courses (numbers and titles) completed in the major:

List non-major courses (numbers and titles) completed that would be relevant to this teaching project:

List any other special skills and/or experiences that are relevant to this project:

Write an essay that addresses the following:
Why do you want to participate in this project?
What are your learning objectives for this experience?
How do you perceive your role in this course? Describe the actual activities that you will engage in to meet the objectives of the project.
How does this project relate to your interests, previous studies, and future education and/or career plans? (Give specific examples related to particular courses and experiences.)

Please note that the quality and thoughtfulness of the essay plays an important role in the Committee’s deliberations in the awarding of this competitive fellowship.