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 provide Teaching Fellows with substantive experiences in teaching and learning by exposing them to innovative course design, development, and delivery. Each $600 fellowship assumes four to five hours of activity per week during fall or spring term. Courses taught in May X and Summer I and Summer II are also eligible.

A limited number of more extended Summer Teaching Fellowships are also available. These Fellowships are apart from a Fellowship for Summer I or Summer II courses. They require a more substantive engagement with innovative course design and development for future course(s), and the student Fellow is expected to work part-time or full-time for the better part of the entire summer. Funding and conditions for these Summer Teaching Fellowships are open to negotiation and should be discussed in advance with Dr. Erik Ching, Director of Undergraduate Research (294-2119, erik.ching@furman.edu), preferably prior to April 1, 2020—in the event that the Fellow will require oncampus housing.

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 Dr. Erik Ching, Director of Undergraduate Research.

APPLICATION DEADLINES: Submit applications electronically (name the file “YourlastnameTeaching2019-20”) to undergradresearch@furman.edu. Applications will be considered on a rolling basis, up to one week prior to the start of the term in question. Obviously, the sooner an application is submitted, the better. Applications for summer-long Teaching Fellowships will be considered on a rolling basis.

GUIDELINES:
1. The Teaching Fellowship is intended to promote creative collaborative opportunities for students to assist faculty in developing new and/or 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 clerical staff or as monitors 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 innovative teaching methods that result in quality 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.)
THE 2019-20 TEACHING FELLOWSHIP PROGRAM
FACULTY APPLICATION

Name your file “YourlastnameTeaching2019-20”
Submit electronically to undergradresearch@furman.edu

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 undergradresearch@furman.edu.

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.)
2019-20 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.