

Sustainability Course Development Fellowships ***Guidelines and Application***

Deadline: February 24

All application materials, including recommendation letters, must be received by the deadline to be considered.

Purpose:

This award program, sponsored by the Office of the Vice Provost for Faculty & Academic Affairs, in collaboration with the IU Office of Sustainability (IUOS) and the Integrated Program in the Environment (IPE), supports faculty and graduate students teaching of topics related to sustainability and environmental literacy at the IU Bloomington campus. This represents a component of a broad-based initiative by IUOS and IPE to develop sustainability curriculum and a community of faculty engaged in its instruction. We are interested in supporting the development of courses that will be routinely offered and that undertake *any or all* of the following:

- 1) Offer innovative approaches to instruction of complex, interdisciplinary topics related to sustainability at any level of instruction.
- 2) Contribute to the curriculum for the newly developed B.A. in Environmental & Sustainability Studies (see: <http://www.indiana.edu/~baess/About.php>).
- 3) Incorporate high-impact practices (e.g. undergraduate research, service-learning or experiential learning particularly in partnership with IUOS) to advance sustainability on the IU Bloomington campus.
- 4) Utilize the IU Research and Teaching Preserve property, particularly the Field Lab and its classroom (see: www.indiana.edu/~preserve/fieldlab.shtml).

The Award:

The award for a Sustainability Course Development Fellowship is up to \$8,000, with past awards averaging \$5,000. The award will be paid as a faculty fellowship, with award money subject to normal IU payroll procedures and policies. One award is available for highly qualified graduate students, subject to financial aid guidelines. If joint awards are made, recipients will share the award. Recipients are expected to complete their course development project *during the summer immediately following the award*. It is expected that awardees will prioritize course development relative to their other teaching and/or administrative activities during the period. Recipients are expected to submit the following items to the IU Office of Sustainability during the next fall semester: 1) a syllabus and; 2) a statement regarding when the course will be taught and an anticipated schedule for future teaching of the course. Recipients should expect to present their work and pedagogical approaches with faculty peers at workshops on sustainability teaching (e.g., the Sustainability Community of Practice in August).

Application Procedures:

All five items listed below must be included in submissions. Items 1-4 should be submitted as a SINGLE digital file (Adobe pdf or Word document); recommendation forms may be submitted separately.

Proposal prepared by the applicant(s) should include:

1. A detailed plan of work that is no more than 1,500 words in length. The plan of work must be written in clear, concise prose, and should include a A) timeline; B) plans for determining learning outcomes, their ongoing assessment and their linkages to sustainability; and C) plans for determining which high impact practices will be incorporated into the course and how they will be incorporated. The plan should include a framework for the continued teaching of the course and discuss the course's anticipated scheduling and enrollment. A commitment from the department will be particularly important. Applicants are highly encouraged to develop these plans in consultation with the Center for Innovative Teaching and Learning (CITL), participate in the Course Development Institute, and to include regular meetings with the Center in the work plan timeline. Be aware that the Review Committee is composed of faculty members who are unlikely to be specialists in the applicant's field. The proposal should indicate whether the course is a graduate, undergraduate, or cross-listed course. Applicants also should discuss how the course fits within the curriculum of the instructor's home department/unit; and how the course may contribute to the new B.A. in Environmental & Sustainability Studies if applicable.
2. Current curriculum vitae.
3. A list of previous courses (titles) taught and enrollments for the last two academic years.
4. Evidence of quality teaching (e.g., a summary of student assessments of learning, peer reviews, teaching evaluations, a brief teaching statement); five pages maximum.
5. Two recommendation forms: The department (unit) support statement and one additional colleague recommendation should be completed using forms found in this document. These recommendation forms should briefly address the criteria listed below that will be used by the review committee to evaluate proposals.

The Review Process and Submission:

Members of the Review Committee are instructed to rate each proposal on the basis of the following criteria. The applicant is therefore urged to discuss the proposed work in relation to each of the criteria (in the plan of work), providing information about the project in the context of her/his department, the discipline, and the University:

- originality
- level of engagement with existing sustainability-related programs of IUOS and IPE
- instructional need and potential impact on student learning
- timeliness (for the applicant, for the project and academic unit)
- feasibility (competency of investigator, likelihood of accomplishment, or use of appropriate technology)
- number or percentage of students potentially affected
- departmental support (how project relates to departmental goals and other initiatives)
- extent to which proposal addresses plan to develop learning outcomes and their assessment
- extent to which proposal addresses plan to develop high-impact teaching practices
- overall quality of project (clarity, detail, and coherence of project description)

A faculty committee will review applications within a month of the deadline, and awards will be announced before the end of the spring semester.

All five items listed under the heading “Application Procedures” above must be included to have a complete submission. Items 1-4 should be submitted as a SINGLE digital file (Adobe pdf or Word document); recommendation forms may be submitted separately or as a part of a single, digital file submission.

Submit to: erwg@indiana.edu on or before **February 24**. No late submissions will be accepted. Questions should be directed to Andrew Predmore in the IU Office of Sustainability: sapredmo@indiana.edu

Unit Support Statement

Sustainability Course Development Fellowship Application

Applicant: _____ Department: _____

Project title: _____

This form is to be completed by the departmental chair or school/unit dean. The statement should indicate:

- 1) How the project fits the long-term curriculum plans of the unit and the commitment of the unit to this course being taught. *Please clearly state your expectations for when the course will be offered.* Courses taught within the next academic year will be given priority. For graduate student proposals, the unit's commitment to offering the course over the long-term is particularly important.

- 2) Recommendation that evaluates originality of the project; instructional need; potential impact on students; feasibility (competency of investigator, prospects of accomplishment); timeliness (for applicant's career, project); and overall quality (concept, planning, long-term influence).

I acknowledge submission of this course development proposal; the instructor has the support of this academic unit for developing the course.

I agree that this course will be offered. (As stated above, priority will be given to applications for courses taught during the next academic year.)

Signature: _____

Name: _____

Title: _____

Proposal deadline: **February 24.** Please return to: erwg@indiana.edu. No late submissions will be accepted.

Letter of Recommendation

Sustainability Course Development Fellowship Application

Applicant's name: _____ Department/School: _____

Title of project: _____

The above named individual is applying for an Indiana University-Bloomington Sustainability Course Development Fellowship and has listed you as a reference. We would appreciate your comments on the dimensions listed below and any additional information you can provide to help evaluate the applicant's proposal. It is expected that the applicant will supply you with the necessary information to prepare this recommendation.

Circle the appropriate number:

	<u>Proposal Dimension</u>	<u>Low</u>				<u>High</u>
1.	Originality	1	2	3	4	5
2.	Instructional Need	1	2	3	4	5
3.	Potential impact on students	1	2	3	4	5
4.	Timeliness (for applicant's career, project)	1	2	3	4	5
5.	Feasibility (competency of investigator, prospects of accomplishment)	1	2	3	4	5
6.	Overall quality (concept, planning, long-term influence)	1	2	3	4	5

Please write below any comments regarding:

1. Originality:

2. Instructional need:

3. Potential impact on students:

4. Timeliness (for applicant's career & unit):

5. Feasibility (competency of investigator, prospects of accomplishment):

6. Overall quality (concept, planning, long-term influence):

Name of reference: _____ Signature: _____

Rank or title: _____

Address: _____ Date: _____

Proposal deadline: **Feb. 24**. Please submit to: erwg@indiana.edu. No late submissions will be accepted.