
STETSON UNIVERSITY BROWN CENTER

FOR FACULTY INNOVATION AND EXCELLENCE

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Deadline: March 15, 2019

Target Audience: Stetson University Academic Deans, Chairs, & Faculty.

Brown Teacher-Scholar Fellowship Proposal Guidelines

The Brown Center for Faculty Innovation and Excellence invites proposals for residency fellowships that bring niche expertise to the Stetson learning community and contribute to Stetson University's mission to "provide a transformational education in a creative community where learning and values meet".

Proposals may focus on expertise in any disciplinary or interdisciplinary field; however, applicants are encouraged to develop proposals that address one or more of the institutional strategic priorities listed below. Proposals from interdisciplinary or issue-focused teams that span departments, colleges or schools are especially encouraged.

Goals & Guiding Principles

The program has two primary goals: (1) To bring niche expertise to the Stetson learning community and (2) To prepare the fellow as future faculty. Competitive proposals will demonstrate alignment with one or more of the following Guiding Principles.

- ❑ **boundary-spanning:** promotes relationships, interconnections and interdependencies that span departmental and disciplinary boundaries.
- ❑ **innovative & high-impact:** uses innovative strategies with the potential for high student impact are employed to engender learning.
- ❑ **inclusive communities of practice:** incorporates strategies that recognize and advance the social nature of learning through mindful inclusion of diverse peoples and their lived experiences in communities of learners committed to excellence in education.
- ❑ **agency-transfer:** builds leadership capacity in faculty to take action to advance the university's mission and build equitable structures that serve the greater purposes of higher education.

Program Description

The [Brown Teacher-Scholar Fellowship Program](#) was established by a generous endowment from Hyatt and Cici Brown and is the flagship initiative of the [Brown Center for Faculty Innovation and Excellence](#), a central resource for promoting faculty vitality and vibrancy to advance learning at Stetson University. Talented early-career faculty are invited to join the Stetson University faculty as visiting assistant professors for residencies of up to two academic years. Through the [Stetson Teacher-Scholar](#) model, the program prepares future faculty leaders who inspire excellence in learning, teaching, research, and outreach. In turn, Fellows use their expertise to advance the Stetson learning community. During their residency, Fellows will develop in their role as a teacher-scholar through participation in programs offered by the Brown Center for Faculty Innovation and Excellence.

Fellowships are awarded annually through a competitive, peer-reviewed proposal process.

Critical Dates

- Oct 15, 2018** - Call for proposals posts
- Nov 1, 2018** - Submissions open
- Mar 15, 2019** - Submission deadline
- May 1, 2019** - Awards announced
- Sep 1, 2019** - Search committee convened
- Aug 15, 2020** - Contract start date for Fellow
- Feb 15, 2021** - Fellow submits FAR
- Jun 15, 2021** - Project Report Due
- Feb 15, 2022** - Fellow submits FAR
- Jun 15, 2022** - Final Report Due

Submission Guidelines

Submit a proposal of no more than five (5) pages in PDF format electronically to browncenter@stetson.edu on or before the deadline that conforms to the format described below.

NOTE: All proposals MUST have full support of the host department chair and corresponding dean. We advise you to consult these individuals early in the planning process.

I. Proposal Cover Sheet

Complete the editable PDF form provided.

II. Executive Summary

A concise summary (200 words) that highlights potential impacts on Stetson learning community.

III. Narrative

A narrative describing the following criteria. Narrative should be written to a general audience that doesn't assume any prior knowledge about the project.

- The length of residency (up to 2 years)
- Title of the host department
- The case for need in the disciplinary, interdisciplinary, or issue-focused area of expertise
- The disciplinary or interdisciplinary area of expertise and the host department that will assume supervisory responsibilities, facilitate annual evaluations, course assignments and provide office space.
- A breakdown of the Fellow's anticipated teaching, scholarly, outreach and administrative requirements. As full-time faculty, each fellow will be expected to maintain a full 4/4 faculty load. Typical teaching loads are 2/2 or 2/3 depending on programmatic needs.
- The anticipated scholarly, creative or university work that will be accomplished. This may include a special project that strategically advances some aspect of the university mission.
- How the residency is expected to advance the [Stetson University mission](#), guiding principles and/or other strategic priorities.
- A plan for engaging the broader Stetson community.

IV. Professional Development & Evaluation Plan

Given that one of the primary goals of the program is to prepare future faculty, each proposal should include a professional development plan. In this section, describe specific milestones and activities (beyond the FAR) through which the Fellow will develop the expertise and skills of a successful faculty member. Fellows are expected to participate in Brown Center professional development opportunities and are especially encouraged to join the Brown Innovation Faculty cohort. For guidance developing this plan, you are invited to contact the [Brown Center](#) staff.

All Fellows are required to participate in the Faculty Annual Review (FAR) through as implemented in the host department.

V. Assessment and Sustainability Plan

A plan for evaluating the success and impact of the residency that demonstrates the long-term viability of the project. Targets and measures should be in place to assess both the effectiveness of the individual

and the success of the larger project or program. The Brown Center will provide technical support for program evaluation upon request.

VI. Budget

A detailed budget that includes anticipated salary*, recruiting costs and anticipated operating costs. A sample budget is provided below.

Sample Budget

Budget Categories	FY19	FY20	FY21	Total
Salary*		\$45,000	\$47,000	\$92,000
Fringe (37% of salary)		\$16,650	\$17,390	\$34,040
Recruiting costs	\$3,500			\$3,500
Travel support		\$1,500	\$1,500	\$3,000
Total Annual Request	\$3,500	\$63,150	\$65,890	\$132,540

* The endowment has strict limitations regarding salary, please contact the Brown Center staff for details.

VII. Addenda

In addition to the proposal, the following materials are required. Letters may be submitted with the proposal or directly by email to browncenter@stetson.edu. These items do NOT count towards the page limit.

1. A *position description* (see [template](#) for required language)
2. A *letter of support from chair* of the host department indicating resources provided by the department (office space, materials, travel budget, etc).
3. A *letter of support from the appropriate dean* describing how the project is expected to complement the curricular and scholarly agenda of the college or school. The dean may require early submission to prioritize competing proposals. Please check with your Dean's office for details.

Review

Applications will be reviewed by a committee of peers using the criteria below.

Criteria*	Possible Points
Proposal contains all required elements	REQUIRED
Aligns with strategic priorities related to student learning	3
Brings a new niche that addresses an identified need in the Stetson learning community	3
Demonstrates potential for broad impact on Stetson learning community	3
Professional development plan is appropriate and feasible	3
Assessment and sustainability plan demonstrate long-term viability of project	3
Budget is appropriate and aligned with project goals	2
Total Possible Points	17

* Consult the [evaluation rubric](#) for scoring details.