

SCHOLARSHIP OF TEACHING AND LEARNING TRAVEL GRANTS – FY16

“Systematic reflection/study on [our] teaching and [ISU student] learning made public.”



CALL FOR APPLICATIONS

Overview: The Cross Endowed Chair in the Scholarship of Teaching and Learning requests applications for the Scholarship of Teaching and Learning Travel Grant Program - FY16. The program is designed to **encourage public sharing of SoTL work on the teaching and/or learning of ISU students**. The program **provides partial funding for travel to present SoTL work**. Funds up to **\$700 per application/conference** will be awarded. Funds may be used toward conference registration and/or travel costs for a **trip taken (and not fully reimbursed), or to be taken, to present SoTL work this fiscal year**. We expect to award 10-14 grants for FY16.

Eligibility and Requirements: All tenured and tenure-line faculty, non-tenure line faculty, faculty associates, and AP staff with teaching/teaching support responsibilities at Illinois State University and under contract at time of travel are **eligible** to apply. **The application/travel must meet the following requirements.**

- Travel must have occurred or will occur between July 1, 2015 and June 30, 2016.
- Travel must involve a presentation (paper, poster, panel, video, performance...) of SoTL about the teaching and/or learning of Illinois State University students as defined above.
- Funds must be spent for the travel and purpose as outlined in the application.
- The conference may be a disciplinary, teaching-learning, or SoTL conference as long as the appropriate work is being presented. See <http://sotl.illinoisstate.edu/conferences/> for some SoTL conferences.
- SoTL work involving research on human subjects and presentation must have IRB approval.
- A brief (200-400 words) report on the trip is due to the Cross Chair in SoTL on or before Dec. 1, 2016.

Application Procedure: There will be two opportunities to apply. Send one copy of the following materials via email to sotl@ilstu.edu by **4:00 pm, Monday, September 28, 2015 OR Monday, February 1, 2016**.

1. A maximum 1 page (single spaced) description of the SoTL work being presented/shown/performed. The description should make clear the nature of the SoTL study/reflection done and that the work is about the teaching and/or learning of ISU students.
2. A maximum ½ page (single spaced) description of the conference or venue for presenting/sharing the work. (Please do not send only a URL to the conference website.)
3. Official documentation that the work has been presented in some way or has been accepted for presentation. (Please do not expect reviewers to search for your listing in a large, online program.)
4. An itemized budget and budget justification (how, specifically, did you arrive at the figures?; where did the figures come from?) for the travel expenses, including a list of any other funding sources and/or any expenses already covered.

Recipients will be notified 2 weeks after the grant application due date about their application. All funds must be spent and reimbursement paperwork filed before June 30, 2015 (note, if reimbursement is filed more than 60 days after travel, taxes apply).

Evaluation Criteria: Applications will be reviewed using the following criteria.

- The work to be presented/shown/performed is SoTL about the teaching/learning of ISU students.
- The SoTL work is of high quality (innovative, grounded in literature, appropriate method, high impact...).
- The application meets all eligibility and requirements above.
- The budget is detailed, explained, and appropriate for the travel.
- Preference will be given to presentations beyond the local level.
- Prior SoTL grant or travel grant recipients have met all obligations of previous funding.