

SCHOLARSHIP OF TEACHING AND LEARNING (SOTL) TRAVEL GRANTS – FY 17

At Illinois State University, we define SoTL as the “*systematic reflection/study on teaching and learning [of ISU students] made public.*” This definition was created to include a wide range of research (broadly defined) on the teaching and learning of our ISU students that is presented, published, created, or performed.

Call for Applications:

ISU's Cross Endowed Chair in SoTL requests applications for the SoTL Travel Grant Program - FY17. The program is designed to **encourage public sharing of SoTL work related to 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. This applies to a **trip already taken (and not fully reimbursed) or to be taken, to present SoTL work this fiscal year.** We expect to award 8-10 grants for FY17. Please note that faculty/staff are eligible for one travel grant (of any kind) per year.

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 occur between July 1, 2016 and June 30, 2017.
- Travel must involve a presentation (e.g., paper, poster, panel, video, performance) on SoTL about the teaching and/or learning of Illinois State University students as defined above.
- Funds must be spent for the travel and purposes 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 examples of potential SoTL outlets/conferences.
- SoTL work involving research on human subjects and presentation must have IRB approval.
- A brief (500-700 word) report on the trip is due to the Cross Chair in SoTL within 45 days of travel.

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, October 3, 2016 OR Monday, February 6, 2017.**

1. A 1-page description (max., single spaced) of the SoTL work being presented/shown/performed explaining the nature of the project and its connection to the teaching and/or learning of ISU students.
2. A ½ page description (max., single spaced) of the conference or venue for presenting/sharing the work including the URL to the conference website.
3. Official documentation that the work has been presented 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 for the travel expenses, including a list of any other funding sources and/or any expenses already covered. Explain specifically how you arrived at the figures. Where did the figures come from? What is the rationale for your expenses?

Recipients will be notified 2 weeks after the grant application due date regarding the status of their application. All funds must be spent and reimbursement paperwork filed before June 30, 2017 (note, if reimbursement is filed more than 60 days after travel, taxes apply).

Review Criteria (applied equally to all applications):

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



Have you been working on a SoTL project? Are you planning to present your work before June 30, 2017?

A SoTL travel grant from the Office of the Cross Endowed Chair in SoTL can support your efforts to share your work beyond ISU at a SoTL or other conference in your discipline.

Each travel grant is funded up to \$700. Detailed eligibility information provided to the left!

**Travel Grant Proposals Due:
October 3, 2016
or
February 6, 2017
by 4pm**

Contact Jennifer Friberg, Cross Endowed Chair in SoTL, with questions about these travel grants or anything related to SoTL:

**jfribe@ilstu.edu
(309) 438-7706
ITDC Building, Office 120**