

TEACHING FELLOWS PROGRAM

Program Intent

The Teaching Fellows Program is a part of our ongoing commitment to cultivating the best of both teaching and research. The Program focuses on important teaching and learning theories and research, while helping participants to apply these ideas and findings to their own teaching. It recognizes and supports the significant and long term contributions that junior faculty members will make to Montclair State University.

Selection Criteria for Mentors

- 1. Interest in pursuing existing research on teaching and learning*
- 2. Willingness to serve as a Mentor and to participate in each of the activities of the Teaching Fellows Program*
- 3. Commitment to excellent teaching*

Selection Criteria for Teaching Fellows

- 1. Demonstrating a balanced approach to teaching and research*
- 2. Displaying a commitment to the Learning University as a community that explores the learning of both faculty (research) and students (teaching) and the ways in which they can support one another*
- 3. Actively publishing in one's own discipline*
- 4. Serving in probationary status as a faculty member at MSU in a tenure track position*

Selection Procedures

Teaching Fellows

Faculty interested in becoming a Teaching Fellow should submit a letter of interest to the Office of the Provost no later than March 15th of any academic year. Supporting documentation should include:

a current curriculum vitae;

the candidate's statement on teaching;

written recommendations from the department chair and dean;

student evaluations from classes taught by the candidate in one semester of each year since his/her date of hire at Montclair State University; and,

a list of names of potential mentors from his or her own, or a cognate, department with whom the candidate would like to work.

The Provost will review all submissions and the recommendations of the Vice Provost for Instruction and select up to ten Teaching Fellow candidates who best meet all the criteria set forth above, ensuring that at least one candidate is selected from each College/School to the extent that all criteria are otherwise met.

Mentors

Mentors will be identified by one of two routes: they may be identified by the individual Teaching Fellow candidate as part of the application process, or, senior faculty may apply to become a Mentor. The Provost, or his/her designee shall approve all senior faculty who serve as Mentors and shall maintain a list of University approved Mentors.

After consultation with the respective Dean, the Provost shall make every effort to select a Mentor for each Teaching Fellow from among the names submitted by the Fellow. In the eventuality that the Provost does not select a Mentor from the Fellow's list, or, if a Teaching Fellow is unable, as part of the application process, to identify and nominate a Mentor, the Teaching Fellow candidate may access the list of approved Mentors and select a Mentor from that list. If the candidate needs assistance, he/she may also engage in dialogue with his/her Dean and/or the Vice Provost for Instruction to facilitate the selection of an appropriate Mentor.

Selected candidates for the Teaching Fellow and Mentor positions will be notified in writing of their acceptance into the program by May 1st.

Expectations for Participants

During the academic year, the Teaching Fellows Program will sponsor a series of dinner seminars in which Fellows and Mentors will be expected to participate. These seminars will generally be held monthly.

At mid-year, the Fellows and Mentors will participate in a one-day retreat.

At the end of the spring semester, a recognition ceremony and dinner will be held in which Fellows and Mentors will be expected to participate.

Each Fellow is expected to develop a syllabus for an existing course or a new course which represents the cumulative learning that has occurred as a result of his/her participation in the Program.

Participation in the Teaching Fellows Program is voluntary and no formal written evaluation of the individual's participation in the Program will be required.

Honoraria

Faculty participating as Teaching Fellows and Mentors will receive an honorarium of \$1000.

Duration of Agreement

This Agreement shall be in full force and effect through the expiration of the successor AFT Statewide Agreement. At the end of the spring term, 2009, either party may give to the other party written notification of its desire to initiate a meeting to review the Program. Terms and conditions of the Program may be addressed at this time.

The Agreement shall automatically be renewed from year to year after the expiration of the successor Agreement beginning July 1, 2007, unless either party shall give to the other party written notice of its desire to terminate, modify or amend this Agreement. Such notice shall be given the other party in writing no later than April 15th of the year in which the successor Statewide Agreement next expires or April 15th of any succeeding year for which this Agreement is automatically renewed.

Subject: Teaching Fellows Agreement

From: Judith Hain <hainj@mail.montclair.edu>

Date: Fri, 26 Jan 2007 15:35:07 -0500

To: Richard Lynde <lynder@mail.montclair.edu>, Kenneth Brook <brookk@mail.montclair.edu>, Ken Bain <baink@mail.montclair.edu>

Attached is an electronic version of the Agreement the parties signed on January 10, 2007. Ken, Dr. Bain will be sending out relevant materials to the faculty most likely early next week. Thanks everyone for your participation/cooperation with this process.

Teaching Fellows Agreement - signed january 10, 2007.doc

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