The Faculty of Science Teaching Development Fund

Procedures and Guidelines

Introduction

The Faculty of Science has a strong commitment to the scholarship of teaching and learning, and supporting initiatives that enhance the quality of teaching within the Faculty. The Faculty of Science Teaching Development Fund supports two grants that further these values.

Scholarship of Teaching and Learning Grant

This grant will support original research or other scholarly activities related to teaching and learning in higher education, with a clear timeline to disseminate the work in academic venues and thereby contribute to the national and international recognition of our Faculty as a leading teaching and research institution. In all cases, a clear pathway to publication or other recognized dissemination has to be demonstrated.

Teaching and Learning Development Grant

This grant will support initiatives that improve teaching and learning outcomes for staff and or students in the Faculty of Science, and are aligned with Faculty strategic goals. An emphasis will be on the development of initiatives that show ongoing benefits to the Faculty and applications will need to demonstrate how the initiative might be continued after the grant if the initiative is successful.

Eligibility

Each application must have a principal investigator who takes overall responsibility for submitting the proposal and executing the project if funds are granted. The principal investigator is responsible for ensuring that the funds are used for activities approved based on the proposal and match the budget. Associate investigators may also be included. The selection committee reserves the right to shift a given application between grants where appropriate.

- Principal Investigators must be employed by the University of Auckland in the Faculty of Science.
- Staff on fixed term or part-time contracts can apply if they can demonstrate in their application that they can complete their project within the contracted time available and within the remaining duration of their contract.
- Only one application as Principal Investigator per staff member is allowed in any one round for a given grant. However, a staff member may apply to both grants in a given round.
- Awards are for a single calendar year and all funds must be fully expended in this time.
- Applications must be approved by Academic Head

Application Procedure

Applications should be completed on the online form for the Faculty Teaching Development Fund located at:


- The Academic Head will receive an automated email of the application to consider the impact on the school/department.
- The Academic Head will forward any approved applications to Mei Ye, Faculty Administrator, by 7 July.
- The application deadline for the 2020 round is June 30 2020.
Applicants will be informed of the outcome by July 14 2020. Successful applications and the final report may be published internally for other members of the Faculty.

**Selection Criteria**

In assessing the applications, the selection committee will be looking for excellent proposals that have the potential for significant impact.

In considering applications, the selection committee will take into account:

- Potential benefit for staff and students
- Appropriate rigor in design, methodology, evaluation and analysis

Additionally, the selection committee will consider the plans for dissemination and potential for future funding for applications for the Scholarship of Teaching and Learning Grant, and the alignment with Faculty strategies and plans for ensuring ongoing benefits in applications for the Teaching Development Grant.

**Budget**

Both grants will be for up to $5000.

Funds can be used for:

- Technical or other general staff support (e.g. research assistant, programming)
- Consumables and user charges
- Publication and dissemination costs (including travel for dissemination purposes)

Funds cannot be used for:

- Salary support for the investigators
- Stipend or other direct support for postgraduate students
- Teaching buy-out
- Routine computer equipment
APPLICATION FOR FACULTY TEACHING DEVELOPMENT FUND
Applications should be submitted using the online form located at in the Faculty Teaching Development Fund page located at:


The information required in the online application is reproduced below for your convenience.

Lead Applicant Name:
University ID:
Position:
Department / School:
Associate Investigators / Partners: List other staff significantly involved in the project
Type of Application (Delete one): SOTL / Development

PROJECT TITLE: Title goes here

SUMMARY.
Describe your proposed project (max. 200 words)

MOTIVATION.
Describe why this project is of value and, in the case of a Teaching Development Grant, how it aligns to the Faculty strategy (max. 200 words)

METHODOLOGY.
Describe the methodology and evaluation of the project (max. 300 words)

IMPACT (Either A or B).

A) For applications related to Scholarship of Teaching and Learning, describe the plan for dissemination and how this will benefit the discipline and/or scholar (max. 200 words); or

B) For applications related to Teaching Development, describe the overall impact of the project and the ongoing benefits resulting from the project (max. 200 words)

BUDGET.
Give an indicative budget and timeline for the project.