

## **LEO Inclusive Teaching Professional Development Funds (LEO ITPDF)**

### **What is the Inclusive Teaching Professional Development Fund for LEO Lecturers?**

The Inclusive Teaching Professional Development Fund for LEO Lecturers is a pilot program effective September 1, 2018 through August 31, 2021. It is funded by the Provost's office and calls for applications for grants to be submitted on or before April 8th. This program is separate and distinct from the LEO Professional Development Fund.

### **Inclusive Teaching Professional Development Fund for LEO Lecturers**

The 2018-2021 collective bargaining agreement between the University and the Lecturers' Employee Organization (LEO) calls for the establishment of the Inclusive Teaching Professional Development Fund (the "Fund") for LEO Lecturers on the Flint campus. This is a pilot program effective September 1, 2018 through August 31, 2021. Awards of up to \$1,000 are available to eligible Lecturers each academic year. The purpose of the Fund is to provide professional development funds for lecturers seeking to develop and enhance skills to better engage in inclusive teaching practices at the University of Michigan-Flint. The Fund will not provide a salary supplement to the Lecturer. (Flint Funds must be used by August 31 of each award year). Funds not used will be forfeited.

### **Eligibility**

- Any Lecturer who has an active appointment or who is on an approved leave of absence at the time a proposal is submitted may apply for an award from the Fund.
- A successful applicant must also demonstrate that he or she has a reasonable belief that he or she will hold an appointment beyond the time the award is disbursed.
- The applicant must demonstrate that he or she has applied for any other inclusive teaching professional development funding available within his or her academic unit(s) prior to submitting a proposal to the Fund.

### **Selection Criteria**

- Successful proposals will be prospective only and should enhance but not duplicate existing department inclusive teaching initiatives. Proposals should include a project plan or detailed description of how the Lecturer intends to engage in activities that enhance skills to better engage in inclusive teaching practices (such as attending a conference, incorporating inclusive teaching practices into syllabi, etc). The proposals will be evaluated on the following criteria:
  - *Required:* Does the proposed use of funds explicitly describe how the activities support the Lecturer acquiring the knowledge and skills to better engage in inclusive teaching practices at the University of Michigan?
  - *Required:* Does the proposal offer enhancements to the development and implementation of inclusive teaching and/or learning activities in the Lecturer's academic unit?
  - *Desirable:* Does the proposal offer a way for the Lecturer to share results of his or her enhanced inclusive teaching practices with a broader scholarly community?

## **Exclusions**

- Community Service
- Volunteer Work

## **Required Materials**

Eligible Lecturers are invited to complete the application process via InfoReady that includes the following materials:

- Application form in InfoReady, including signed statement from Chair/Director or Dean
- Brief (1-2 page) description of the proposed inclusive teaching professional development activity that demonstrates how it will develop and enhance a Lecturer's skills to better engage in inclusive teaching practices and specifically addresses each of the criteria above.
- Itemized budget
- Brief curriculum vitae

## **Application Procedure**

1. Applications must be submitted via InfoReady.
2. The applicant must provide the required materials listed above and must obtain the signed statement from the Chair/Director or Dean.
3. Applications must be submitted by no later than March 20, 2019. Please contact TCLT at 810-273-6508 with questions about the application procedure.
4. Applications received after the April 8, 2019 deadline date will not be considered.

## **Funding Decisions**

1. Proposals will be reviewed by a committee determined by the Provost and follow the Lecturer's Employee Organization Bargaining Contract MOU # 10.
2. Preference will be given to Lecturers who have been appointed for at least two semesters at the time the proposal is submitted.
3. The awards will be announced on or about April 30, 2019.