

2.V-2020: St. Mary's University Teaching Innovation Grant

1. Purpose

- 1.1 The purpose of this award is to:
- Encourage faculty members to use innovative and experimental approaches to teaching as a form of research and scholarship;
 - provide financial support for the implementation, presentation, and publication of this research; and
 - provide evidence of teaching innovation that faculty may use to support applications for external teaching fellowships and/or awards.

2. Grant value

- 2.1 The recipient of this award shall have a Professional Development fund set up at St. Mary's University in the amount of \$2,500 to cover expenses.

3. Eligibility

- 3.1 All full and part time faculty of St. Mary's University are eligible to receive this grant provided the minimum service requirements are met.
Service requirement:
- Full time faculty 2 years
 - All other candidates: 10 semesters or the equivalent of 12 courses
- 3.2 The recipient of the grant will be expected to communicate and share their innovation at a Faculty Colloquium.

4. Nomination package

- 4.1 Faculty wishing to apply for this grant should submit the information below to the Vice-President Academic by February 1 of the year in which the grant will be awarded.

Approval Authority	Responsible Office	Effective Date	Date Last Revisited	Review Frequency
Academic Council	Academic	February 27, 2020		Every 5 years

4.1.1 A narrative describing the proposed innovation. This section of the application package should address the evaluation criteria below, where applicable. *The innovation may not be new, but its implementation may be out of the ordinary in the discipline's field or new to the faculty member. It is more than simply using new technologies; rather it is an approach to teaching and learning that results in a much-enhanced, even transformative, educational experience for students.*

All forms of teaching innovation are eligible, provided their effectiveness in improving learning is demonstrated. Example areas of innovation may include, but are not limited to:

- Curriculum development or course design
- Course and teaching materials
- Methods of evaluation
- Applications of learning technologies and tools
- Collaborative learning
- Experiential or community-based learning
- Teaching methods
- Accessible learning

4.1.2 A description of how the success of the innovation will be evaluated and disseminated to the academic community. It should be clear to the reader why the innovation is important, what effect the innovation is expected to have on student learning outcomes, and how the applicant anticipates the results of this work will be communicated beyond St. Mary's University.

4.1.3 A short narrative detailing the candidate's continuing evolution as an educator. This information is meant to provide the candidate with an opportunity to articulate their past and future efforts to enhance the learning experience of their students and to illustrate how the proposed innovation fits within their own personal journey to teaching excellence.

4.1.4 An outline of how the funds granted will be used to support the proposed project. This section should include a description, justification and cost of any salaries, supplies, equipment, or travel needed to complete the project.

5. Evaluation criteria:

The following points should be addressed in the application:

- 5.1 The proposed impact the innovation will have on the quality of instruction.
- 5.2 The novelty of the innovation.
- 5.3 A plan to evaluate the impact of the innovation on student learning.
- 5.4 The ability to sustain the innovation beyond the funding year.
- 5.5 The potential of the innovation to be adapted to other classes, disciplines, or situations beyond that for which it is specifically designed.
- 5.6 How the innovation will engage students in new and creative ways.
- 5.7 How the innovation will be disseminated to a wider audience (e.g., conference presentation, paper, etc.).

6. Administration of the Grant:

Applicants whose research involves human subjects, animal subjects, or bio-hazards must demonstrate that all requirements regarding ethics clearance and animal care and bio-safety requirements are met before the funds are released.

Once a grant has been approved, the grant holder must submit all expenditures to the Vice-President Academic for approval. Any equipment or other material goods purchased with the research grant will remain the property of St. Mary's University.

Grant holders who wish to deviate from the budget submitted to the Research Grants & Awards Committee for approval must make a written request for changes and receive approval prior to incurring them. The researcher will be responsible for any over-expenditures beyond those approved by the Research Grants & Awards Committee.

A final report describing the impact of the project and the objectives achieved is to be submitted at the conclusion of the project to the Vice-President Academic.