

HAND FACULTY GRANTS

Dolly and Homer Hand extended their support of excellence in higher education with additional funding that has been used to create the Hand Faculty Grants. The two categories of Hand Faculty Grants are:

- (a) Hand Grants for Professional Development
- (b) Hand Grants for Course Enhancement

A total of three grants in the amount of \$2,500 each are anticipated for awards in 2011-2012.

(a) HAND GRANTS FOR PROFESSIONAL DEVELOPMENT

These grants are established to support faculty attendance at national seminars/workshops and other similar opportunities directed at various aspects of professional development (e.g., advising, mentoring, assessment, training as a department chair or program director, incorporating high-impact student-centered pedagogies, educating for personal & social responsibility, etc.). Upon return, the faculty member may be asked to present the information to a gathering of faculty. (While funding of up to \$2,500 is available, the amount of the award will depend upon the length of the seminar or workshop and the time required to participate.)

(b) HAND GRANTS FOR COURSE ENHANCEMENT

These grants are provided to support faculty projects to strengthen existing or proposed courses (e.g., increasing interdisciplinarity, incorporating new technologies, developing innovative lab materials, adding an experiential learning component, etc.). Approximately one month of summer work is anticipated.

PROCEDURES:

A proposal defining the scope of the project and its potential impact on the faculty member and the University community is presented by the due date to the respective Department Chair/Associate Dean (Music)/Library Director who forwards the application along with comments to the Office of Academic Affairs. The Office of Academic Affairs then forwards the application packet to a committee comprised of the Associate Deans and Library Director. This committee ranks proposals and brings them before the Associate Provost for Faculty Development who, in consultation with the Council of Deans, makes a decision.

DUE DATES	SPECIFIC PROCEDURES
January 20	Applications and attachments are due to the respective Department Chair/Associate Dean (if applicant is Music faculty or a Department Chair)/Library Director. A copy of the application form is also due to the Office of Academic Affairs.
February 6	Department Chairs/Associate Dean/Library Director submit applications and comments to Academic Affairs
February 13	Academic Affairs forwards application packets to Associate Deans/Library Director
February 27	Associate Deans/Library Director submit ranked applications to the Associate Provost
March 2	The Associate Provost notifies applicants
September 14	Grant recipients submit to Academic Affairs a brief report of their grant funded activities

STETSON UNIVERSITY
2011-2012 HAND GRANT APPLICATION

<u>DUE DATES</u>	
to Department Chair	<u>January 20</u>
to Academic Affairs	<u>February 6</u>
to Associate Deans/Library Director	<u>February 13</u>
to Associate Provost	<u>February 27</u>
applicants notified	<u>March 2</u>

Name: _____

Department: _____ Rank: _____

Number of Years at Stetson: _____

Campus Unit: _____ Phone: _____ E-Mail: _____

Title of Proposed Project: _____

Have you applied for a Summer Grant to support this project? _____

Please check the appropriate category for consideration of your grant application:

_____ Hand Grant for Professional Development Projects
Applicants should attach a budget of their proposed project.

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_____ Hand Grant for Course Enhancement
Applicants should attach a timeline demonstrating approximately one month of summer work.

These grants are provided to support faculty projects to strengthen presently taught or proposed courses, (e.g., increasing interdisciplinary connections or effective application of technology, etc.). Approximately one month of summer work is anticipated. Results of the project are to be reported to the Dean and to the Office of Academic Affairs by September 14, 2012.

Dates and categories of Hand Grants received during the last five years:

(Signature)

(date)

Evaluative Criteria for Hand Grants (both Professional Development and Course Enhancement)

This list has been developed by the Associate Dean Review Committee and the Office of Academic Affairs in guiding the evaluation of Hand Grant proposals. In no priority order, the criteria to be considered are:

1. Quality of the proposal.
2. Enthusiasm of the endorsement by the Department Chair (or Associate Dean of Music or the Director of the Library).
3. Contribution to the curriculum or academic program.
4. Likelihood of identifiable, tangible results affecting a specific course or courses.
5. Enhancement of an existing course rather than the creation of a new course.
6. Number of students affected.
7. Interdisciplinary impact, across schools and departments.
8. Importance of grant support to project outcomes.
9. Compliance of previous Hand Grant recipient submitting required report.