New York City College of Technology
Faculty Commons Fellowships
2009-2011

Information for Applicants
and
Application Form

The Fellowships

Faculty Commons Fellowships will support projects that explore new ways of bringing scholarly, pedagogical, professional, and creative research to bear upon the college’s curriculum and classroom pedagogy.

Proposed projects may address discipline-specific subjects, or they may enhance or connect existing cross-disciplinary programs and activities such as learning communities, cooperative learning, writing across the curriculum, first-year experiences, STEM, service-learning/problem-based learning, general education core texts, e-portfolios (including documentation of research and progress in the course of the first fellowship year), other ongoing grant-funded programs, internships, and student activities. Fellowship-supported projects must include both original research and application of this research to the college’s curriculum and pedagogy. Collaborative projects are encouraged.

During the first year of their fellowships, faculty fellows will be expected to maintain an active research agenda, attend a series of expert seminars and site visits, and meet monthly with other fellows; during the second year, they will be expected to continue meeting with other fellows, while applying their research by incorporating it into specific courses and programs and by sharing the results of their studies and activities with other faculty members—through on-campus seminars, workshops, conferences, publications and other media products that will become available in the Faculty Commons media library. At the end of their fourth fellowship semester, fellows will be expected to prepare paper and e-portfolios of curricular innovations, as well as publications and other materials resulting from fellowship support.

Faculty Commons Fellows will receive one course release (three class hours) for four consecutive semesters (or one course release for two semesters for each member of a two-person fellowship team), as well as help with the logistics and application of research, and the assistance of a Grants Outreach Coordinator, who will help fellows secure supplementary funding. (Teams of more than two members may divide the total fellowship reassigned time (twelve hours) among themselves according to a plan submitted with their application. Continued support of fellows is contingent upon progress with the project as demonstrated in an end-of-first-year interview with the selection committee.

Eligibility

In order to apply for a Faculty Commons Fellowship, a faculty member must be a full-time
member of his or her academic department, and must have completed at least four years of tenure-track service at New York City College of Technology at the time of application.

Application Materials

An applicant must submit the following materials in order to be considered for an award

- A completed application form
- An updated curriculum vitae
- Two letters of recommendation (one internal and one external) from scholars or professionals working in the applicant’s field of study
- A project description no more than five double-spaced pages in length, including a brief description of the background of the project, a description of the project design, a timetable for completion, a plan for division of reassigned time, and a budget for anticipated minor expenses other than reassigned time (fees for site visits, supplies, undergraduate, research assistance, totaling not more than $500)

Selection Criteria

The successful application should highlight the following:

- The applicant’s record of scholarly, professional, creative or pedagogical achievement and expertise, as a basis for determining his or her qualification to successfully complete the proposed project
- A explanation of the originality and significance of the proposed project, to scholars and teachers in the field of study
- A plan for research; for dissemination of results to a specific audience; for application of research to curriculum and pedagogy at City Tech, including a discussion of its impact on specific courses and programs
- A realistic two-year timetable for completion of the project, in stages
- A reasoned justification of anticipated minor expenses other than reassigned time

Application Procedure

Please email applications as Word or RTF file attachments to George Guida (gguida@citytech.cuny.edu).

Application workshops will be held in on February 17th, March 4th and March 17th, 2009, in Namm 227. For further information about Faculty Fellowships and the application process, please email George Guida (gguida@citytech.cuny.edu) before March 15, 2008.

Deadline for Application: April 1, 2009

Late applications will not be accepted. Applicants will be notified of fellowship decisions in May 2009.
Faculty Commons Fellowship
Application Form

New York City College of Technology
2009 – 2011

Applicant’s Name ________________________________________________________

Applicant’s Academic Department __________________________________________

School Housing Applicant’s Department:  Arts and Sciences
                                          Professional Studies
                                          Technology and Design

Number of Years of Applicant’s Tenure-Track Employment at City Tech _________

Brief Description of Proposed Project (50-100 words)

Detailed Description of Proposed Project

A detailed project description as outlined in the Application Materials section above (no more than five typed, double-spaced pages in length), an updated curriculum vitae, and the names and contact information of the two referees from whom you have solicited letters of support should accompany this application form.