

FUTURE FACULTY TEACHING FELLOWSHIPS

INFORMATION FOR APPLICANTS



INDIANA UNIVERSITY

THE UNIVERSITY GRADUATE SCHOOL

PROGRAM HIGHLIGHTS

- Provides the opportunity to teach for an entire academic year at one of the Indiana University branch campuses:
 - o IUPUI (Indianapolis)
 - o IUPU Columbus
 - o IU East (Richmond)
 - o IPFW (Fort Wayne)
 - o IU Kokomo
 - o IU Northwest (Gary)
 - o IU South Bend
 - o IU Southeast (New Albany)
- Stipend: \$10,000 from the University Graduate School, plus an additional \$2,000 if the fellow relocates to the area of the host campus. Host campuses pay an additional teaching salary to fellows (minimum of \$6,000 for the academic year).
- IU student academic appointee health insurance, provided by the University Graduate School.
- Teaching load: Two courses per semester.
- Faculty mentor at the host campus.
- Participation in faculty life at the host campus.
- Required residency in the host campus community at least part of each week during the fellowship year. Assistance in finding affordable living accommodations is provided. Relocation is optional if teaching at IUPUI or IUPU Columbus.
- Required three-day intensive FACET Institute workshop on teaching in different academic environments. This **required** workshop is held off-campus in the summer.
- Required attendance at spring assessment meeting at IUPUI.
- **Please note: This fellowship does not carry a fee remission. Participants are expected to be eligible to register in G901.**

PREREQUISITES TO APPLICATION

- Advanced standing in a doctoral or M.F.A. program: **doctoral students must be admitted to candidacy for the Ph.D. prior to the application deadline.**
- Minimum of one year of classroom teaching experience as an Associate Instructor
- Completion of a pedagogy course of at least one semester in length. Alternatively, an applicant may complete GRAD-G700, *Excellence in Teaching*, an intensive pedagogy course offered by the University Graduate School, over the summer session prior to the fellowship year.

Past Future Faculty Teaching Fellows now teach in tenure-track positions at institutions such as:

- American University, Cairo, Egypt
- California State University, Sacramento
- Columbia College
- Cumberland College
- Duquesne University
- Fort Chadron College
- Indiana State University
- Indiana-Purdue Fort Wayne
- Indiana University Kokomo
- James Madison University
- Michigan State University
- Penn State at Erie
- St. Louis University
- Tarleton University
- University of Kansas
- University of Southern Florida (Tampa)
- University of Wisconsin at River-Falls
- Utah State University
- Wayne State University
- Western Maryland College
- Western Michigan University
- West Virginia State College

The Future Faculty Teaching Fellowship program was highlighted as a best practice in the September 2005 edition of the Woodrow Wilson National Fellowship Foundation's *The Responsive Ph.D.*



The FFTF experience has profoundly impacted my academic career. I was on the job market this year and I believe that my letters of interest written by a visiting lecturer on department letterhead put me a step ahead of other ABD candidates. In all of my letters and interviews I talked about the upper-level courses I was teaching. I was a finalist for tenure-track positions at six institutions ... and I have accepted a tenure-track assistant professorship at the University of Texas at El Paso ...

*Keith Erekson
2007 -2008 Fellow at IU Kokomo*

The faculty gave me near-free reign in my class design, and as a result I taught two new classes . . . One of these new classes . . . was exceptionally successful . . . Students and observers both offered high praise for the class, and this spring I presented the course as part of a roundtable addressing the ongoing issue of provenance research at the Midwest Art History Society annual conference . . . My presentation was well-received and I've had several subsequent requests to share my syllabus with professors around the Midwest.

*Kristen Backer, Art History
2006-2007 Fellow at IUPUI*

My host department has been absolutely phenomenal. Every person has welcomed me, treated me as an equal colleague . . . , and encouraged me in my work. . . . I have never felt such a strong degree of support and encouragement from fellow scholars. This is perhaps the greatest difference from my graduate school experience: less emphasis on individual competition and more focus on personal achievement and contribution to scholarship for the good of all.

*Helen Hathorn, French and Italian
2005-2006 Fellow at IU South Bend*

PROGRAM INFORMATION

DESCRIPTION

Future Faculty Teaching Fellowships (FFTF) enable advanced IU Bloomington doctoral and M.F.A. students to enhance their career preparation by teaching and experiencing faculty life in a different academic setting.

The fellowship program also aims to assist our regional campuses in gaining outstanding young teacher/scholars to teach established courses, and, in some cases, to develop new courses. In the fifteen years of its existence, FFTF has proven to be a win-win program for the fellows and their host campuses.

FFT Fellows carry the title of “Teaching Fellows” or “Visiting Lecturers,” rather than adjunct faculty. To enable the best possible immersive experience of life as a faculty member, host departments are required to provide office space and equipment, library privileges, and new-faculty orientation, as well as invite the fellow to attend faculty meetings and other departmental activities. An important aspect of the program is that each fellow has a faculty mentor, selected by the host department. The mentor receives an honorarium from the University Graduate School.

Fellows appointed to campuses other than IUPUI or IUPU Columbus must relocate to the community of the host campus, where host departments will help them find affordable housing. **Only those fellows appointed to IUPUI or IUPU Columbus may choose to continue residing in Bloomington.**

REQUIREMENTS

- Fellows are required to take a pedagogy course of at least a semester in length. If an applicant is offered a fellowship and has not yet met this requirement, the fellow must take G700, *Excellence in Teaching* (3 credits), offered as an intensive course during the summer sessions. **Fellowship candidates who have not yet completed a pedagogy course should plan to register for G-700, which is typically offered in one of the later intensive sessions, and should keep this in mind as they consider other commitments they make for the summer.**
- Fellows **must** participate in the FACET Institute for Future Faculty Teaching Fellows, held at an off-campus location over a weekend in July preceding the fellowship year. The FACET Institute, which prepares fellows for teaching in new academic settings, is designed and taught by members of the Faculty Colloquium on Excellence in Teaching (FACET). FACET is a group of faculty from all IU campuses who were selected by their colleagues and students as especially outstanding teachers. There is no charge for the institute.
- Fellows are expected to attend the Spring Assessment Meeting, held at IUPUI on a Friday afternoon in spring both prior to and during the fellowship year. Attendees at these meetings include current and incoming fellows, FFTF program staff from the University Graduate School, and faculty liaisons and mentors from the various IU campuses.
- Because the purpose of the program is to provide fellows with opportunities to prepare for careers in academia while also continuing their dissertation work, fellows must not accept any other academic appointments or outside employment during the fellowship year.

- Fellows must register for at least one hour of G901, or an equivalent independent study or research course, each semester in order to maintain their eligibility to receive fellowship funds.

FUNDING

Future Faculty Teaching Fellowships are funded in two parts each semester:

- (1) \$3,000 minimum from the host department as a teaching salary (\$1,500 or more for each of two courses), paid in the same manner as are other faculty salaries on the host campus.
- (2) \$5,000 from the University Graduate School that is disbursed to the student's Bursar account in the same manner as other fellowship or financial aid funds.

Fellows who will relocate to their new campus community will receive \$2,000 in additional funding from the University Graduate School to assist in defraying moving expenses. Half these funds will be awarded in the mid-summer preceding the fellowship year; the remaining half will be awarded late in the following spring semester. All fellows receive the same health insurance coverage as do student academic appointees; the University Graduate School covers the premiums for fellows only, but family members may enroll in the plan for an additional fee, payable by the fellow.

Please note that the teaching salary from the host department is paid retroactively on a monthly basis, and is subject to the same automatic withholding of FICA, Social Security, state, and local taxes as is any salaried position.

The University Graduate School portion of the fellowship is also considered taxable income by the IRS, though no tax will be deducted from the stipend that is paid to the fellow. Accordingly, fellows should plan to include the stipend amount as reportable income in income tax filing, and may wish to consider a quarterly tax payment in order to avoid owing money when filing federal returns.

The fellowship counts as 50% FTE. International students who become fellows should contact the Office of International Services to see if they will need to complete any additional paperwork regarding the fellowship by calling (812) 855-9086 or emailing [intlerv@indiana.edu](mailto:intlserv@indiana.edu).

SELECTION PROCEDURES

The academic fields in which Future Faculty Teaching Fellowship placements are available are determined by the faculty needs of the host campuses. The number of total fellowships awarded for a given academic year is limited to a predetermined number by the University Graduate School. The selection process is competitive and includes interviews at the prospective host campuses.

Steps in the selection process are as follows:

- Applications for fellowships are forwarded by the University Graduate School to each of the FFTF faculty liaisons at the other IU campuses.
- Faculty liaisons in turn send the applications to the relevant department chairs and/or program directors at their respective campuses.
- The chairs/directors contact applicants directly for interviews.

- Chairs/directors notify their campus faculty liaisons of applicants to whom they would like to offer placements. Campus liaisons will in turn inform the University Graduate School of placement requests by a specified deadline.
- Both fellowship candidates and host departments will rank their choices. With this information, the FFTF Program Director will make assignments.
- Selected candidates are asked to respond to the offer in writing.
- In some cases, declined fellowships may be offered to alternate candidates who have been placed on a wait list.

IF AN APPLICANT IS UNWILLING OR UNABLE TO RELOCATE TO A REGIONAL CAMPUS, WE ASK THAT HE/SHE NOT ACCEPT AN INTERVIEW INVITATION FROM THAT CAMPUS.

The interview and offer request process should be completed by the end of January. The final deadline for offer requests falls in mid-February. Decisions on offers from candidates are due to the University Graduate School in early March.

If you would like further information, please email fftf@indiana.edu or call the assistant to the FFTF Program Director at (812) 855-5697.

APPLICATION INSTRUCTIONS

Applications must include the following:

- Responses to all application questions listed on the following page. (For the sake of the faculty reviewers, applicants should include at least a shortened version of the question itself as a preface to each response.)
- A detailed statement of teaching philosophy (see question # 18 on the following page)
- Brief teaching portfolio, including syllabi and sample student/faculty comments
- Signed letters of recommendation from two faculty members
- Doctoral students must ask their department's Director of Graduate Studies, Chair, or Program Director to send a brief signed letter certifying that the applicant has been accepted to candidacy.
- Curriculum vitae.
- Studio Arts M.F.A. applicants also should submit 3 – 4 electronic images of their artwork. Please compress/reduce file sizes of submissions in order to limit them to a maximum of 1 MB each.

Out of courtesy to the faculty who will review the materials, we request that the entire application packet be limited to 15 PAGES OR LESS, not inclusive of CV, recommendation letters, and (M.F.A. applicants only) images of artworks. In order to stay within this limit, we suggest that applicants copy select student and/or faculty comments into the application document, rather than including originals, and abridge extensive syllabi in a manner that still reveals the content and focus of the course.

Letters of recommendation from faculty may be sent as scanned versions of signed documents, but these must come directly from the faculty member's email account; otherwise, they should be signed and sent as hard copies via campus or postal mail.

The preferred application submission option is via email, as a *pdf or MS Word file attachment, sent to fftf@indiana.edu. Please do not send scanned text files in image file format. (Note that we will accept image files of artwork samples from M.F.A. applicants.)

We strongly encourage all applicants to submit their materials electronically, however, hard copy applications* will be accepted. These may be delivered in person or via campus or U.S. mail to:

The Indiana University Graduate School
Kirkwood Hall 111
130 South Woodlawn Avenue
Bloomington, Indiana 47405
Attn: FFTF Program Director

* Please do not bind or staple hard copies.

A WORD ON RESPONSIBILITY

The FFTF program staff and faculty on host campuses will expect candidates to treat the application and selection process as a professional job search. Students who have pending matters involving prospective job offers, multiple fellowship applications, or other possible teaching appointments should inform the potential host department, and keep the faculty aware of any possible changes in availability. Similarly, if during the selection period an applicant is to be abroad or otherwise at some distance from Bloomington for an extended period of time, she/he should keep prospective host department(s), as well as the FFTF program staff, informed.

APPLICATION QUESTIONS

1. First and last name
2. Indiana University ten-digit student identification number
3. E-mail address
4. Local home address
5. Home phone number
6. Department
7. IU Bloomington School (e.g., COAS, SPEA, Education)
8. Academic specialty
9. Minor(s), if applicable
10. Month and year you expect to receive the Ph.D.
11. Date entered into candidacy.
12. Have you taken a course in pedagogy that was at least a semester in length?
 - Please provide the course number, grade received, and the semester in which the course was taken.
13. Teaching experience. Please list the titles of the courses you have taught under each of the following levels of responsibility (below). Include the name of the faculty member with whom you worked and any other information you think relevant.
 - As a teaching assistant (i.e., assisting the instructor with grading, etc.)
 - With independent responsibility for a section
 - With independent responsibility for designing and teaching the course
14. What especially positive experiences you have had in teaching?
15. What aspects of your teaching would you like to improve?
16. What are your own teaching interests (specific courses, types of courses)?
17. What do you hope to gain from a Future Faculty Teaching Fellowship?
18. Describe your teaching philosophy. (Approximately 250-500 words).