**South Puget Sound Community College**

**EXCEPTIONAL FACULTY AWARDS 2019-2020**

**Who May Apply**

* Full-time faculty – individually or as a team
* Part-time faculty contracted to teach during the time of the proposed activity and who have taught at least 45 credits within the last five years at South Puget Sound Community College – individually or as a team  
  \*Projects involving faculty from multiple disciplines that impact student success are a priority.

**Selection Criteria**

The proposed activity will result in significant impact of the award recipient(s) ability to implement teaching and learning strategies that improve student retention and completion.

**Proposals may include:**

* Curriculum analysis leading to new program design or existing program restructure, and may include compensation for an outside curriculum specialist, stipends for designated program faculty and/or compensation for Curriculum Analysis Resource Team (CART) coordination.
* Honorararia and travel for speakers to visit campus to conduct faculty colloquia or workshops.
* Faculty leave replacement costs for the purpose of professional development in areas that support increased student learning.
* Communication costs for publicizing and disseminating exemplary educational material.
* Other activities which applicants can persuasively argue will meet the stated criteria.

**Selection Process**

The selection committee reviews proposals and makes recommendations to the Board of Trustees, who will announce the award at their regular meeting the month following application deadlines. The selection committee includes two administrators, three faculty members (appointed by the faculty president), and one College Foundation board member.

**Application Guidelines**

**The application should be presented in the following format:**

* A signed cover page providing your name and program affiliation and a statement of commitment to write a progress/completion report to the Office of Instruction no later than 12 month after the award has been made.
* Applications must be reviewed and signed by the appropriate division dean and/or supervising administrator. Please attach signature cover sheet from the division dean with the application.
* One-paragraph stating the purpose and anticipated results of the proposed activity.
* An implementation strategy with a detailed description of proposed budget and a timeline that details a description of the proposed activities and/or project goals.
* A statement of how the activity supports the College’s Strategic Plan and why the project cannot be accomplished in conjunction with regular instructional duties.
* The proposal should be no more than 3 pages. Additional pages related to data that supports the project may be included.
* Award monies will not be available for use until after the Board of Trustees’ meeting in which the award is announced.
* The award must be used within one year of award date.

**Submit Applications**

**By email:**

Signed and scanned documents only to: [kkealy@spscc.edu](mailto:kkealy@spscc.edu)

**Exceptional Faculty Awards for 2019-2020**

If quarterly funds are not awarded or used, those funds will be rolled over to the next quarter.

Application Deadline: **May 14, 2020 by 4:30 p.m.**

Exceptional Faculty Award Funds Available: **$17,933.85**

**Note:** The Cushman and Fine & Performing Arts funds are distributed by the deans in those areas.