

## **Faculty Development Award (FDA)** *For professional-track faculty*

### **Overview**

The Provost's Faculty Development Award program is open to professional-track faculty at all ranks and provides up to \$10,000 to support the professional development opportunities and activities of each awardee.

The number of FDAs to be awarded per year is limited, and faculty to receive FDAs will be selected through a review process outlined below.

### **COE process**

#### **Formation of Committee**

Committee will be appointed by Senior Associate Dean and will include representation from all five departments. The committee will include tenured associate and full professors, and at least two professional-track faculty members at the rank of associate or full. The Senior Associate Dean and Associate Dean of Equity and Inclusive Excellence will sit on the committee as ex-officios. Members will serve a one- to two-year term.

Note: Members of the AY 2023-2024 committee may be appointed for either one- or two-year terms in order to allow staggered changes over time.

#### **Application materials**

Applications must include all of the following documentation:

- 1) All materials required by the Provost's Office, as described at <https://provost.utexas.edu/the-office/faculty-affairs/ut-faculty-development-award/>, **and**
- 2) Completed [COE FDA Timing and Eligibility Checklist](#)

#### **Application process**

Follow the instructions at <https://wikis.utexas.edu/x/RgzrFQ> > tab "COE process."

#### **Criteria for selection**

Criteria for determining the FDA will include:

- A demonstrated record of sustained contribution to the department, through at least two of the following areas: teaching, service, and/or research
- A well-formulated plan for the FDA that includes a major effort or project to strengthen the faculty member's teaching, service, and/or research trajectory

- Clear articulation of how the FDA will impact the faculty member's teaching, service, and/or research development and trajectory
- Number of years in service and/or in-rank; faculty who have more years of service or are longer-in-rank will be prioritized

The selection committee will meet to review the applications and select a list of finalists according to the number apportioned to the College, to be shared with the Dean who will make recommendations to the Provost's Office.

### **Budget and timing**

The \$10,000 award can go toward summer salary or an operational account to be used by faculty member for purposes of research or professional development. Award funds can support up to two years of faculty development activities.

### **Eligibility**

To be eligible to apply for an FDA, a professional-track faculty member must meet all of the following criteria:

- 1) Hold the rank of lecturer, senior lecturer, distinguished senior lecturer, or assistant, associate or full professor in the relevant professional-track title series (i.e., clinical, instruction, practice, research).
- 2) Have served as a benefits-eligible professional-track faculty member at UT Austin in **at least one** of the fall and spring terms during at least **six different academic years**, both before the first FDA, and in between FDAs
- 3) Have served as a benefits-eligible professional-track faculty member at UT Austin in at least one of the fall and spring terms during each of **two consecutive academic years *immediately preceding*** the start of the summer of the FDA.
- 4) Have met or exceeded expectations in their annual review during at least **three of the most recent** academic years in benefits-eligible service at UT Austin preceding the application for the FDA.
- 5) All criteria outlined in UT-FDA guidelines: <https://provost.utexas.edu/the-office/faculty-affairs/ut-faculty-development-award/>.

Faculty are encouraged to confirm their eligibility by checking this document and the FDA guidelines prior to applying. Eligibility will be confirmed by the COE Assistant Director for Faculty Affairs prior to review.

### **Timeline for 2023-2024**

- September 5-October 3: Application system open
- September 5-October 5: Dean's Office/Faculty Affairs eligibility verification
- October 9-31: Review of applications
- Committee will meet by November 9
- Dean review: November 10-17

- Dean submits names to EVPP by November 17
- EVPP notifies awardees by December 18