



## Centre for Teaching and Learning Teaching and Learning Fellowships 2024-25

### Call for Applications

The Centre for Teaching and Learning (CTL) announces the Call for Applications for the Teaching and Learning (T&L) Fellowships 2024-25. The T&L Fellowships 2024-25 are a key part of Maynooth University's ongoing commitment to developing teaching and supporting student success.

This year's theme is '**Valuing Teaching and Learning: Action, Enquiry, Inspiration**'. Within this theme the following topics, amongst others, could be considered

- teaching, learning and assessment enhancement
- digital learning
- inclusive education
- students as partners in curriculum and enquiry
- Education for Sustainable Development and Social Justice
- T&L community of practice development
- inter- and trans-disciplinarity in teaching and learning
- Scholarship of Teaching and Learning (SoTL) -teaching and researching – exploring complementarity
- teaching and learning spaces
- teaching and learning for greater flexibility (part-time courses, microcredentials, block teaching etc.)

### Why T&L Fellowships?

T&L Fellowships provide many benefits for staff to whom they are awarded and for the institution. They are a form of recognition and validation. They are a supported form of professional learning which staff can use to enhance their understanding and their practice, to make connections between their teaching and their research, to enquire and experiment, to forge collaborations and build connections, to reflect and to contribute, to lay the foundations for future work, to support students in their learning, and to share their experience with colleagues. Previous recipients have found Fellowships motivating, encouraging and inspirational. Fellowships also have the potential to contribute to the development of the University community through connectedness, dialogue, student partnership and an awareness of Equality, Diversity and Inclusion (EDI).

## Who can apply for a Fellowship?

Any member of Maynooth University staff who teaches may apply for a Fellowship **with the exception of Fellows who received funding in the round immediately previous to this one i.e. T&L Fellowships 2023-24**. Those Fellows may mentor successful individuals or teams, but they should not apply for an individual Fellowship or be included in applicant team lists for this round. All other previous Fellowship recipients may apply. In turn, colleagues who have not received a Fellowship previously, and/or who have been successful in other SoTL initiatives, for instance the SPARK initiative, are especially encouraged to apply.

Applications will be accepted from individuals and teams. Applicants are strongly encouraged to include students as partners in Fellowship teams.

## How many and how much?

CTL will support up to six Teaching and Learning Fellowships of €5,000 each as part of this 2024-25 call.

## What is the application timeline?

Thursday, 14 March	Fellowships launched and Fellowship call shared
Friday, 22 March	Fellowship applicant information webinar
Monday, 15 April	Deadline for Fellowship applications
Tuesday, 16 April	Applications shared with reviewers
Monday, 06 May	Outcome of reviews shared with applicants
Wednesday, 15 May	Announcement of Fellowship 2024-25 recipients at T&L Showcase

## How long is the Fellowship for?

Fellowships are awarded for 12 months from 1 September 2024 – 30 August 2025.

## How the funding can be used

The funding can be used to support staff time on the fellowship project (including the buying out of staff time), for the production of resources, for catering and events, for guest speakers/expert input, for travel and subsistence, for conference fees, for the purchase of equipment and/or software, and other reasonable expenses as approved by the review panel. All spending, and recording of same, should conform with Maynooth University procedures and processes, including those associated with recruitment and procurement.

## How will Fellowships be awarded?

All applications will be assessed with reference to the following criteria

- alignment with the theme
- alignment with University/department plans/strategies

- evidence based and/or practice informed nature of proposal and its implementation
- clarity and feasibility of project plan
- costing of the plan
- potential for sustainability and mainstreaming across the department or development of the project beyond the Fellowship.

### Who will review the applications?

The applications will be reviewed by a panel, which will include members of Centre for Teaching and Learning and the Associate Deans for Teaching and Learning or a nominated representative from the Faculty T&L Committee.

### What are the conditions of the Fellowship?

Applicants awarded a Fellowship will need to ensure the following:

- that where necessary, the project research or evaluation methods seek approval from the University Ethics Committee
- that approved projects are completed within the agreed timeframe
- that Fellows, with the support of CTL, maintain contact with each other to ensure minimum duplication of effort
- that all project expenditure is managed and recorded appropriately, and in line with University financial guidelines, in readiness for any future auditing process
- that an actual expenditure summary, with all budget spent or committed, is submitted by the project end date, 30<sup>th</sup> August, 2025.
- that the designated outputs of the project are fulfilled and that outcomes are disseminated as appropriate
- completion of a Fellowship project report and dissemination at a Teaching and Learning Showcase event.

### How to apply

Applicants should complete [this application form](#).

The deadline for submission of completed applications is **Monday 15 April 2024** through the online application form.

All fellowship applications require support from the relevant Head of Department/Centre.

Where the application is from colleagues across a number of departments, support from each Head of Department/Centre must be recorded on the form.

Applicants will be informed of the outcome of their submission on or by **Monday 06 May 2024**. Fellowship Awards will be announced and presented at the Teaching and Learning Showcase on Wednesday May 15<sup>th</sup>, 2024.

If you have any queries regarding eligibility of projects for this scheme, or you have any other questions about the scheme, please contact CTL by email on [teachingandlearning@mu.ie](mailto:teachingandlearning@mu.ie).

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