

# **University of Utah University Teaching Assistantships**

## **Academic Year 2019-20**

### Selection Process

A selection committee appointed by the Graduate School will meet to make the awards based on the criteria stated below. Departments will be notified of University Teaching Assistantship awards on or before April 15, 2019.

### Selection Criteria

The proposals will be considered based on the following areas: (1) creative and/or new roles for TAs, (2) the impact of the proposed University Teaching Assistantship on University of Utah programs in general, and undergraduate education in particular, (3) the role of mentors in training and professional development of the TA, (4) the quality of the assessment plan and commitment to using that plan to improve the effectiveness of the UTA program.

Each University Teaching Assistant will work with an assigned mentor with demonstrated superior teaching ability, performance, and commitment. The teaching mentor need not necessarily be the student's supervisory committee chair, because the mentor will be primarily responsible for working with the student as she or he develops as a teacher. The colleges and departments should draw on faculty with demonstrated teaching expertise for a pool of mentors. This pool could include past recipients of university, department, and college teaching awards or persons otherwise recognized for teaching contributions.

### Submission

Students should submit an electronic application no later than January 25, 2019. The nominated student-teacher should submit the electronic application and include their own personal information requested on the application, in addition to the items listed below. No department may submit more than two proposals.

To assist in our attempt to provide a fair evaluation, all proposals should follow the outline given below. Proposals that do not follow this outline will not be considered.

#### Section A. Summary

1. Name of department (or program and associated department)
2. TA assignment(s)
3. Name and email of teaching mentor(s)
4. Name, UNID and email address of UTA nominee

## Section B. Proposal Narrative

1. Title.
2. UTA Assignment. Include a detailed description of the proposed UTA assignment. Specifically address the novel aspects of the proposal and how the proposed UTA assignment will impact the quality of the undergraduate experience at the University of Utah. Explain how the UTA assignment will represent a departure from traditional uses of TAs in your program.
3. Interaction with Undergraduates. Specifically address the nature of the interaction between the UTA and the undergraduate students.
4. Mentor. Include the credentials and recognition of the mentor(s) for excellent teaching and the detailed responsibilities of the faculty mentor(s) with respect to the UTA program.
5. The UTA. Describe the qualifications of the UTA being nominated for this award. In addition, the proposal must contain a statement of purpose prepared by the student who is being nominated for the UTA award. (See section C below.).
6. Prior support. For those departments having received prior University TA support in the last three years, include an evaluation of the success of your UTA program. Describe the methods used for this evaluation.
7. Assessment Plan. Include an assessment plan which articulates the purpose and goals of the assistantship(s) as well as the means by which their achievement will be assessed. If you are applying for renewal, please include an assessment of your first year based on this plan.

Please upload Sections A&B to Academic Works, each as a single PDF file. The letters required for the UTA application should be requested electronically via the AcademicWorks application.

## **Letters of Recommendation & Statement of Purpose**

1. (a)Letter of support from the mentor endorsed/signed by the chair. The letter of support from the mentor and chair must clearly indicate that resources necessary for a successful UTA assignment (computer support, general supplies, etc.) will be made available. This is not a traditional letter of recommendation.  
(b)Traditional letter of recommendation from the mentor. Please comment on the student's unique ability to carry out the proposed project.
2. Statement of Purpose from the nominated UTA. A statement of purpose prepared by the student who is being nominated for the UTA award must be included. This statement of purpose should include, but is not limited to, a discussion of long-term teaching goals and motivation to improve undergraduate education. The statement of purpose is limited to one page.