Elevate Fellows Agreement

As described in the Elevate Fellows Application Announcement, Faculty Fellow(s) agree to:

- Attend and participate in required Faculty Learning Community (FLC) sessions (a total of 14 meetings, missing no more than 2 meetings) and complete all homework and readings associated with FLC meetings.

- Develop and implement an evidence-based and student-centered course redesign in consultation with TLTC staff.

- Contribute to the evaluation of the Elevate program through participation in research activities (e.g., surveys, focus groups, and course observations), as well as assist in administering brief student course surveys in your classes.

- Deliver the redesigned course within one calendar year of acceptance into the program. Initial pilot must be offered by Spring 2019 and one subsequent offering completed by Spring 2020 or the last funding installment will be forfeited.

Upon receipt of this agreement, Elevate funds will be distributed as such:

<table>
<thead>
<tr>
<th>Milestone</th>
<th>Funds Distributed</th>
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<tbody>
<tr>
<td>Signed Elevate Fellows Agreement and commenced participation in FLC.</td>
<td>$1,000 (Department)</td>
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<tr>
<td>Attended at least 6 Spring FLC meetings, completed all homework, developed a course redesign plan that was approved by TLTC, and scheduled pilot in Testudo for Fall 2018 or Spring 2019.</td>
<td>$6,000 (TLTC)</td>
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<tr>
<td>Attended at least 6 Fall FLC meetings, completed all homework, submitted a pilot report that was approved by TLTC, participated in Elevate research activities, and schedule second pilot in Testudo by Spring 2018, Summer 2018, Fall 2018, or Spring 2019.</td>
<td>$1,000 (TLTC)</td>
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As a reminder, Elevate funds may generally be used for the purposes listed below. Please note that individual departments may have additional restrictions. Please work with your business manager to ensure compliance.
• Support post-docs, graduate or undergraduate students, education specialists, and/or video creation or editing experts to help produce materials and resources for your redesign before or during the pilot. Note that we generally cannot approve paying teaching assistants to simply implement activities during the pilot.
• Purchase materials, like software or supplies, directly related to the course redesign.
• Professional development activities related to teaching and learning (e.g., attend teaching & learning conference)
• Summer salary to work on course redesign (for 9 month employees only)
• Other reasonable expenditures to be discussed with TLTC

A final budget must be included in redesign plan prior to piloting the redesign course. Expenditures may need to be approved by department or unit in addition to the TLTC.

Faculty Fellow(s) are also encouraged to:

• Continue to update and offer their courses in future semesters, because sustainability of the redesign course is critical to the success of Elevate Fellows.
• Attend and participate in other TLTC events such as presentations by invited guest speakers and workshops.
• Present a brown bag seminar in the home department, college, and or campus about the course redesign as part of the Elevate project.
• More broadly, become leaders of continued improvement with respect to teaching and learning at the University of Maryland. This includes providing feedback to the Elevate leadership about your experience, serving as a mentor to future Elevate Fellows, and sharing insights with colleagues.

I agree to the above the terms and conditions outlined above:

__________________________________________
Faculty Fellow UID

__________________________________________  ____________________________________________  ______________________________
Faculty Fellow Name Printed                  Faculty Fellow Signature                  Date

__________________________________________  ____________________________________________  ______________________________
Department Chair Name Printed                Department Chair Signature                Date