# COS TIP Workshop

2/1/17

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# Agenda

- General TIP information
- Walkthrough of electronic system
- Overview of criteria related to electronic template
- Tips on TIPS
  - General Advice
  - Committee trends
    - Committee comments on winning files
    - Committee comments on non-winning files
- Q & A
- View successful past files

# General TIP Information

- Teaching Incentive Program
  - Recognizes teaching productivity and excellence
- [www.sciences.ucf.edu/facultyaffairs](www.sciences.ucf.edu/facultyaffairs)
  - Resource for all forms and documents
    - Schedule, Guidelines, etc.
- For 2016-17 COS will award 18 TIPs
  - 11 new, 7 recycled

- COS typically receives approx. 40 applications
- Applications due 11:59pm, 2/22/17, electronic.

# General TIP Information (continued)

- Eligibility
  - Standard eligibility criteria plus SCH component.

- Disqualifications
  - No longer practiced, but it is important to follow directions closely. Committee can take criteria violations into consideration. Committee has a short time to review a lot of files.

- Electronic Application
  - Apply online through my.ucf.edu
  - Instructions sent via email and available online

www.sciences.ucf.edu/facultyaffairs

# Tips on TIPs
## General Advice

- Follow the Guidelines/Criteria strictly

- Put yourself in committee members' shoes

- What sets you apart? Find your niche Focus on strength/advantages.

- Contextualization/Presentation
  - Clear, concise, organized, readable / Convenient visuals / Provide context.

- Cross discipline appeal/understanding

- What have you done to improve student learning/teaching

- Provide evidence that demonstrates student learning/improvement

- Learn from not winning / use feedback

- Project your enthusiasm for teaching

- Tailor CV for award

- Utilize colleagues – 2$^{nd}$ set of eyes / lean on past winners

- Always be thinking about it – keep a file update continuously

# Tips on TIPs
## Committee Comments on Winning Files

- Articulate (organized/detailed) (62)

- Strong commitment to teaching (60)

- Efforts to improve teaching self/others (49)

- Strong mentoring/advising (36)

- Course/textbook/training materials/development efforts/teaching grants (27)

- Excellent SPIs (scores/comments/contextualization) (15)

- Publishing/presenting with students (14)

- Excellent comments/letters of support/chair evals (students/colleagues) (12)

- Field work/research/travel/study abroad (10)

- Innovative teaching techniques (10)

- Excellent examples of classroom materials (9)

- Excellence recognition/validation/awards/etc. (7)

- Consistent excellence in very large, difficult, or diverse teaching load (5)

- Strong abstract (4)

- Work with students outside of classroom (3)

*Numbers in parenthesis indicate how many times the topic was mentioned among feedback of folders in the past 4 cycles.

# Tips on TIPs
## Committee Comments on Non-Winning Files

- Better contextualization of evaluations or grade dist.  (50)
- More evidence of effort to improve teaching skills in self/others  (39)
- Better overall organization/clarity/presentation (38)
- Clearer statements/evidence of accomplishments/exceptionality (28)
- Better explanation of activities/roles/results (23)
- Better adherence to dossier criteria guidelines (16)
- Focus on years of award period (12)
- More evidence/better demonstration of mentoring/advising activities (12)
- Low scores/inconsistency/concerning comments SPIs or Chair evaluations (8)
- More evidence of activities and efforts outside of the classroom (7)
- Excess materials in folder (6)
- Greater examples or more info in course materials (5)
- Mark student letters solicited or unsolicited, present in original format (3)
- Abnormally high grade distribution (1)
- Include all student comments (1)

# Questions?