FRIEDRICH-SCHILLER-
UNIVERSITÄT
JENA
Akademie für
Lehrentwicklung

Free Space for Teaching

Call for proposals of the Academy for Teaching Development (ALe) at Friedrich Schiller University Jena

Preamble

The ALe supports the commitment of teachers who are committed to the high quality of university teaching. The principles of good (digital) teaching at the University of Jena form the basis for teaching projects to be funded. The funding decisions also take into account strategic and current challenges in teaching, such as digitization, democracy building, internationalization, interdisciplinarity, sustainability, and inclusion.

1. Objectives

The ALe promotes teaching staff who strive for the high quality of academy teaching. Within the funding line *Free Space for Teaching*, teachers at Friedrich Schiller University Jena can receive additional resources for the further development of academic teaching.

Further development of academic teaching can take place, for example, through

- the development of new teaching and learning concepts or new types of learning content;
- the conception or fundamental redesign of study programmes (taking into account the structural requirements for study programmes);
- the further development of the curriculum.

2. Requirements

In the present funding line, funds amounting to a maximum of 50,000 euros per year are made available. The funding will be provided for up to two semesters, generally beginning in the winter following the submission of the proposal. Applications for projects with a smaller funding volume and/or a shorter duration are possible and explicitly encouraged.

The funds granted may be used for the following expenses[1]:

- counter-financing temporary teaching load reductions / leaves of absence from teaching;
- temporary increase in working hours for a teaching associate under the TV-L collective bargaining agreement to implement the teaching project
- costs for student assistants and graduate assistants;
- material resources required for the realization and sustainable anchoring of the teaching idea;
- costs for documentation and publication of the project-specific results and findings.

[1]Hospitality and representation costs are expressly excluded from funding.

In order to spread the findings of the implemented teaching project, these must be published within the department or the University. This is also possible, e.g. by presenting it at the annual event DIES LEGENDI – Teaching Day.
Grant holders must provide a brief description of the project funded (maximum 1,000 characters) immediately after the grant approval. This project description will be published on the Academy's website. In addition, the grant holder is expected to provide a report (up to five pages) on the project funded within six weeks after the end of the project. The report should focus on benefits and, if applicable, on the measures which may follow after the end of the project within the subject/department/University.

If the project is granted funds, the grant holder shall provide the information that the project is funded by the ALe's funding line *Free Space for Teaching* to ensure the public visibility of the measure, e.g. in materials relating to the project and in the context of public appearances.

3. Procedure and selection criteria

Upon receipt of the application documents in due time (see information under 4), the panel of experts of the ALe will generally make a selection decision on the applications to be funded within eight weeks after the end of the application period.

The decisive factor in selecting a project for funding is the expected contribution to the further development of university teaching.

These criteria are used to select the projects:

- added value for teaching in the subject, e.g. through the development of reusable teaching formats and content or sustainable teaching materials;
- broad impact of the measure, e.g. enrichment of teaching in other subjects (stimulated by exchange of experience)
- perspective for a sustainable integration of new teaching and learning concepts.

4. Application

All full-time members of the teaching staff at the University are eligible to apply. The projects to be funded can be carried out by individuals as well as by teams.

The funding provided by the ALe may not be combined with other projects.

Any leave of absence from teaching must be agreed with the department before the application is submitted.

A project draft not exceeding five pages is to be submitted, which must contain the following information:

1. Short summary of the project (max. 1,000 characters)
2. Description of the initial stage focusing on these aspects:

- What prompted you to start the project?
- What concrete problems should be tackled?
- To what extent do the problems represent a central problem in teaching within the respective subject or department?

3. Objectives of the project
4. Key points and milestones of the project
5. Measures for ensuring continuity/sustainability
6. Information on time frame and funding (project in total)
7. Information on any planned substitution arrangements

The following documents must also be enclosed:

1. Application form including confirmation from the faculty management regarding support for the project (available for download at Funding of the ALe (uni-jena.de)
2. CV(s) of the applicant(s)
3. Budget plan (calculation aid available for download at Funding of the ALe (uni-jena.de))

Applications, including all supporting documents in PDF format, must be submitted electronically **exclusively through the faculty deans in accordance with official channels (after consulting direct superior)**. The deadline for submission of application documents by the faculties to the ALe (ale@uni-jena.de) is 15 March. For information on **the faculties' deadlines**, please see Funding of the ALe (uni-jena.de).

The guidelines for the allocation of funds of the Academy for Teaching Development and other university regulations on the management of funds at the University of Jena apply to the entire process.