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# Integral Teaching Fellowship Application Packet

## Spring 2020

**Application Due Date: October 1, 2019**

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### Introduction

#### **About the Integral Teaching Fellowship**

Launched in Spring 2014, the Integral Teaching Fellowship (ITF) Program is a unique opportunity for CIIS graduate students who are interested in exploring teaching at the college level. With an emphasis on critical pedagogy, integral education, and liberatory teaching methods, the program aims to prepare graduate students to teach in the college classroom using innovative approaches to teaching and learning. The program will select 4-6 CIIS graduate students from underserved communities for spring 2020 to engage in a semester-long teaching fellowship. By participating in an intensive workshop on Integral Teaching on January 11-12, 2020, shadowing faculty mentors in the School of Undergraduate Studies (SUS), engaging in on-going reflection groups, and implementing various projects, fellows will deepen their theoretical understanding of integral education while developing practical skills that can be used in their future classrooms or workplaces. Upon successful completion of the program, fellows will receive a \$1000 stipend.

The fellows will begin the program with a two-day intensive workshop, *Introduction to Integral Teaching*, January 11-12, 2020, in which they will engage the foundation of integral, critical, collaborative and transformative pedagogies, social justice in the classroom, and positionality. While the emphasis will be on critical pedagogies, fellows will also be oriented towards the field of higher education and will learn practical skills, such as facilitation, lesson planning, and course design as well. The workshop will be co-facilitated by Alec MacLeod and Sara Salazar, BAC faculty members who are leading the ITF Program.

Fellows will then be matched with seasoned SUS faculty mentors and will be included in faculty planning meetings and engage with the class as appropriate, with the intention of learning by being in the classroom. After each experience in the classroom, fellows will meet with fellowship program faculty, Alec MacLeod and Sara Salazar, to participate in an ongoing reflection group. In these sessions, fellows will reflect on their experiences in the SUS classroom and engage in pedagogical discussions and learning. Culminating projects at the end of the semester will give fellows the opportunity to develop practical skills, reflect on what they've learned, and articulate their own teaching philosophies. Fellows will be supported in

developing and implementing a teaching demonstration and designing a sample syllabus accompanied by a syllabus justification.

At the end of each semester, the School of Undergraduate Studies will host a Semester-End Gathering on Integral Education, in which fellows will share their experiences with the larger CIIS community.

The ITF is led by BAC faculty members Alec MacLeod and Sara Salazar. Alec is a core SUS faculty member and was the founding director of the undergraduate program at CIIS. He has close to thirty years of experience working in the classroom with traditionally underserved populations and has published in the field of multicultural education. Sara, a graduate of CIIS and a core SUS faculty member, is an educator and community activist who has extensive experience working with students of all ages.

### **About the Bachelor of Arts Completion Program**

The School of Undergraduate Studies offers two degrees, a BA in interdisciplinary studies through the Bachelor of Arts Completion (BAC) Program and a BS in Psychology (BSPSY). Developed in 1996, the BAC Program continues to serve adult learners who have completed the equivalent of the first two years of college. In the core curriculum, students work together in a cohort, or a consistent group of peers, throughout their year in the program.

Our approach to teaching is based on critical pedagogy, which attempts to move away from teacher-centered curricula. We draw upon subject matters from students' own lives, languages, and cultures, and the communities that we inhabit to enrich the curriculum. Key aspects of our pedagogy that enhance students' capacity to learn both individually and collectively are: Relationship-building, Praxis, Situated Knowledge, Co-creation of Knowledge, and Integral Learning. A more in-depth discussion of our pedagogy and curriculum can be found in our print brochures and online at:

<https://www.ciis.edu/academics/undergraduate-degree-completion-programs>

Applicants are *strongly* encouraged to learn more about the School of Undergraduate Studies before applying.

For more information, you are welcome to attend either of the following

### **Integral Teaching Fellowship Info Sessions**

Wednesday September 11<sup>th</sup>, 2019 at 7pm (via ZOOM)

OR

Wednesday September 25<sup>th</sup> at 10a (via ZOOM)

(Please email [ssalazar@ciis.edu](mailto:ssalazar@ciis.edu) for details and to reserve your spot)

## Required Dates and Commitments

The ITF is a semester-long program. Fellows will be selected for Spring 2020. The fellowship's time commitments will ebb and flow from week-to-week, along with the rhythm of the BAC cohort weekend schedule. Some weeks will be especially heavy (particularly around cohort weekends and at the end of the semester), while some will be very light. It is the responsibility of each fellow to manage the workload accordingly, to meet all the commitments of the program, and to be available on all of the required dates and times, at a minimum. Failure to meet all the commitments outlined below will forfeit the stipend.

**1) Participate in a two-day intensive workshop January 11-12, 2020: 10:00 AM – 5:00 PM**

*Introduction to Integral Teaching*, co-facilitated by the fellowship faculty, will lay a theoretical and practical foundation for our inquiry into teaching and learning over the course of the fellowship.

**2) Shadow BAC faculty mentors during five cohort weekends.**

Fellows will shadow part of each cohort weekend during their fellowship semester, a total of 4.5 hours per cohort weekend. Recommended times are Saturdays 10AM-12PM. Fellows and Faculty Mentors may, on a case-by-case basis, mutually agree on alternate timeslots if it makes pedagogical sense and works logistically for both parties, but the total hours will always be a minimum of 4.5 hours per cohort weekend.

**3) Attend planning meetings with BAC faculty mentors.**

Fellows will attend one 30-minute planning meeting with their faculty mentor before each cohort weekend. This will be arranged with the faculty mentor, and may take place in-person, via phone, or via ZOOM.

**4) Participate in an on-going reflection group after each cohort weekend.**

Fellows will participate in a reflection group after each cohort weekend during their fellowship semester to share and reflect upon experiences, as well as to engage in pedagogical discussions and learning (a total of six meetings). These will be co-facilitated by the fellowship faculty members, along with rotating facilitation by fellows. These are tentatively scheduled for Tuesdays after cohort weekends, 11:30 AM-1:30 PM, with the exception of the last reflection group meeting, which will be longer, 11:30 AM-2:00 PM.

**5) Implement a teaching demonstration.**

Fellows will design and implement a one-hour teaching demonstration. Depending on each fellow's intentions and target participants, in combination with logistical/scheduling parameters, the demonstration may be scheduled during a cohort weekend (during the cohort class time itself or during a lunch break), or outside of the cohort weekend (if the target participants are CIIS members outside of the BAC program).

**6) Create and Participate in a Semester-End Gathering on Integral Education**

Fellows will plan and participate in a semester-end gathering to share with the larger CIIS community what they've learned about Integral Education during their fellowship. The date and location for the semester-end gathering is TBD.

## 7) On-going preparation time for various ITF projects and commitments

On their own time, fellows will need to prepare for all of the above commitments, plus:

- Be in close and regular communication with your ITF mentors and ITF faculty facilitators
- Periodically visit cohort Canvas space
- Design a syllabus and write a syllabus justification
- Articulate a teaching philosophy
- Lead a 20-30 minute reading discussion during a selected reflection meeting
- Write a cumulative reflective essay

<b>DATE</b>	<b>OPPORTUNITIES</b>
January 11-12, 2020 10a-5p	<i>Introduction to Integral Teaching</i> workshop
Week of January 13 <sup>th</sup>	30 minute cohort planning meeting with mentor
January 18-19 10a-6p	Cohort weekend 1
Tuesday January 21 <sup>st</sup> 11:30-1:30p	Reflection meeting with ITF
Week of February 10 <sup>th</sup>	30 minute cohort planning meeting with mentor
February 15-16 10a-6p	Cohort weekend 2
Tuesday February 18 <sup>th</sup> 11:30-1:30p	Reflection meeting with ITF
Week of March 9 <sup>th</sup>	30 minute cohort planning meeting with mentor
March 14-15 10a-6p	Cohort weekend 3
March 17 <sup>th</sup> 11:30-1:30p	Reflection meeting with ITF
Week of March 30 <sup>th</sup>	30 minute cohort planning meeting with mentor
April 4-5 10a-6p	Cohort weekend 4
Tuesday April 7 <sup>th</sup> 11:30-1:30p	Reflection meeting with ITF
Week of April 20 <sup>th</sup>	30 minute cohort planning meeting with mentor
April 25-26 <sup>th</sup> 10a-6p	Cohort weekend 5
Tuesday April 28 <sup>th</sup> 11:30-2p	Reflection meeting with ITF
TBD	In-class teaching demonstration
TBD	Lead reading discussion in ITF reflection
May 1 <sup>st</sup>	Final draft of syllabus, teaching philosophy and cumulative essay due
TBD	Semester-end gathering

## Frequently Asked Questions

### **Who is eligible to apply?**

During the 2020 ITF semester, applicants must be

- 1) currently-enrolled CIIS graduate student in good standing in their graduate degree program and
- 2) in their second year of graduate studies or beyond.

### **Where can I find application materials, and when will they be available?**

Application materials will be available August 15, 2019. You may find the materials on the CIIS website at:

[http://www.ciis.edu/Academics/Bachelors\\_Completion\\_Program/Integral\\_Teaching\\_Fellowship.html](http://www.ciis.edu/Academics/Bachelors_Completion_Program/Integral_Teaching_Fellowship.html).

Paper applications will also be available on the bulletin board outside of the School of Undergraduate Studies office, Room 551.

### **What is the application process?**

The deadline for 2020 applications is October 1, 2020. The application will require a completed application form, a personal statement, two letters of reference, and a CV. Select applicants will be asked for an interview, and recommenders may be contacted. Announcement of fellowship recipients will be on November 1, 2019. All applicants will be contacted by email on that date. Please do not inquire about the status of your application before then.

### **What are the criteria for selection of ITF Fellows?**

The ITF Program Faculty will review applications using a rubric that considers the following criteria:

- commitment to your own learning
- desire to learn about liberatory models of higher education
- desire to apply pedagogical skills professionally
- interest in interdisciplinary studies
- relevance to future goals and areas of desired professional development
- flexibility and tolerance for ambiguity
- commitment to collaboration
- commitment to diversity and social justice
- strength of recommendations

### **What should I write in my personal statement?**

The personal statement is an opportunity to show how the ITF Program fits with your interests and future plans. You may want to address the criteria listed above and/or the following suggested questions: Why are you interested in being an Integral Teaching Fellow? What do you bring to the Fellowship and the learning community? What does Integral Education mean to you? How is the ITF Program relevant to your future goals and your areas of desired professional development? What do you want to learn during the Fellowship? What do you want to take away from the Fellowship? Please write this in essay format (not bullet points or question/answer), and observe the limit of 500-700 words.

## Application Instructions

Applications are due by **Tuesday October 1<sup>st</sup>, 2019 by midnight**. No late applications will be accepted. Please do not submit your application until all components are complete. Incomplete applications will not be accepted.

Application components:

- 1) Application form: Please type or print legibly.
- 2) Personal statement: Attach a 500- to 700-word, typed personal statement that speaks to your interest in the ITF Program. See the application form for suggested questions.
- 3) Two letters of reference: Submit two letters of references from recommenders who can speak to your interests, qualifications, abilities, and/or experiences in the context of the Integral Teaching Fellowship.
- 4) Curriculum Vitae: Attach a current CV that reflects your academic, professional, and/or volunteer background.

\*Please send all documents in one email  
(do not send application components in separate emails).

There are two ways to submit your application:

- 1) You may submit electronically via email to Sara Salazar at [ssalazar@ciis.edu](mailto:ssalazar@ciis.edu). Write in the subject line: "ITF Application: Last Name, First Name." Please attach your materials as Word documents or PDFs only. Other formats will not be accepted.
- 2) You may submit a hard copy of your application by dropping it in the faculty/staff mailbox next to the 4<sup>th</sup> floor reception desk. Again, please include all documents in one sealed envelope. On the outside of the envelope, clearly write: "To: Sara Salazar, ITF Application: Last Name, First Name." We recommend that you follow-up your paper application with an email to [ssalazar@ciis.edu](mailto:ssalazar@ciis.edu), letting us know that you have submitted a paper application.

If you have additional questions that are not answered here, you may contact:

Sara Salazar  
Integral Teaching Fellowship Faculty  
California Institute of Integral Studies  
1453 Mission Street | San Francisco, CA 94103  
[ssalazar@ciis.edu](mailto:ssalazar@ciis.edu)  
(415) 359-5253

**Integral Teaching Fellowship Application Form: Spring 2020**  
***Application Deadline: Tuesday October 1, 2019***

Name: \_\_\_\_\_

Gender Pronoun: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

CIIS Graduate Program: \_\_\_\_\_

Year in the program: \_\_\_\_\_

Course commitments in 2020 (units enrolled, practicum, etc.):

**Recommender #1**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Relationship, and length of relationship: \_\_\_\_\_

**Recommender #2**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Relationship, and length of relationship: \_\_\_\_\_

**Personal Statement (500-700 words):** Please attach a personal statement that speaks to your interest in the ITF Program. This is an opportunity to show how the ITF Program fits with your interests and future plans. You may want to address the criteria listed above and/or the following suggested questions: Why are you interested in being an Integral Teaching Fellow? What do you bring to the Fellowship and the learning community? What does Integral Education mean to you? How is the ITF Program relevant to your future goals and your areas of desired

professional development? What do you want to learn during the Fellowship? What do you want to take away from the Fellowship?

Application checklist:

- Application form
- Personal Statement
- Two letters of recommendation
- CV
- All application components in 1 document