SUNY ONEONTA
OFFICE OF HUMAN RESOURCES

UUP/JLMC 2020-2021 INDIVIDUAL DEVELOPMENT AWARD (IDA)
(Activity must occur July 02, 2020 – July 01, 2021)

COVERSHEET

The UUP Individual Development Award Program is designed to assist eligible employees develop their full professional potential *and* prepare for advancement. As a result, only applications that clearly demonstrate that a project or activity will assist the applicant to further their professional development and prepare them for advancement will be considered. (See "Part D: Required Attachments" of Application.) In addition, preference may be given to first- or second-time applicants. Note that incomplete, illegible, or otherwise poorly prepared applications will be disqualified. Applications are due to Gail Feuer **no later than midnight on Sunday, April 18, 2021**. Late submissions will not be accepted. Deadline strictly enforced.

Complete all of the following:

NAME: JOB TITLE:

DEPARTMENT: DATE:

As per the IDA Program Guidelines, the proposed project or activity **must** enable the employee to meet one or more of the criteria specified in the SUNY Policies of Board of Trustees, Article XII, Evaluation and Promotion. Therefore, check below which criteria(s) your project or activity satisfies:

Academic employees: Professional employees:

_____ Mastery of subject matter   _____ Effectiveness in performance

_____ Effectiveness in teaching   _____ Mastery of specialization

_____ Scholarly ability   _____ Professional ability

_____ Effectiveness of University service   _____ Effectiveness in University service

_____ Continuing growth   _____ Continuing growth

The Program Guidelines also state that the proposed project or activity must fall within certain categories. Therefore, check below the applicable category of your project or activity:

_____ Artistic or creative endeavors

_____ Conference attendance (no formal role)

_____ Conference participation (presiding, presenting, etc.)

_____ Course work (not related to earning a degree and not covered by UUP tuition

waiver or by SUNY tuition assistance)

_____ Curriculum or instructional material development

_____ Grant proposal development

_____ Preparation of material for publication

_____ Research (basic, applied or historical)

_____ Workshop, seminar or internship attendance

_____ Other work-related professional development project or activity

In addition to considering completeness and quality, the Committee will "grade" each application using the attached Rating Scale. The higher the rating, the more money will be approved.