

**Center for Teaching Excellence
Faculty Learning Group Application**

Date:

Group Name:

Contact Person:

Phone Number:

What is your purpose in forming this group?

What question(s) will you use as a starting framework for the discussions?

What are you hoping will be the outcome of your discussions?

Faculty learning groups must consist of 5-12 participants. Please list name, department, campus phone and e-mail of each member. Clearly indicate which participant will be the facilitator.

How has membership been established?

Are you currently open for new members?

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How have you advertised thus far?

Would you like the Center to invite (advertise for) new members to join your group?

If yes, please provide copy for how the invitation should read.

How frequently do you expect to meet?

Do you expect to use the Center meeting room (G351) for your meetings?

If yes, do you have tentative meeting dates/times?

What resources do you think you will need (e.g., expenses for meals, refreshments, copying, guest speakers, etc.)? Please include as much detail as possible regarding the estimated costs. Attach a separate sheet if necessary. (**Note:** There is a limit of \$200 annually for each group. Groups that meet for only one semester are limited to \$100.)

List Department/College Matching Funds (if any):

Please explain.

Keep in mind a one page annual report of your activities will be required.