

## FACULTY SCHOLARSHIP AND INNOVATION GRANTS

### PROPOSAL GUIDELINES - 2010

Faculty Scholarship and Innovation Grants are intended to foster and support a wide range of faculty activity that while supporting individual growth also advances the larger goals and mission of the College as a whole and are not already included in regular work assignments. Projects that are clearly linked to institutional goals and/or the four pillars (preparation, innovation, connection, creativity) are encouraged. Examples of fundable projects are:

- ❖ support for artistic, research and/or scholarly projects, especially those that have the potential to become larger externally funded initiatives (i.e., seed grants).
- ❖ course revisions that foster integrative learning (i.e., those revisions that help students develop the ability to integrate what they have learned across courses, over time, and between campus and community life).
- ❖ interdisciplinary research or course revisions.
- ❖ scholarly or curricular projects that blend liberal arts and professional study.
- ❖ projects that foster synergy between research and teaching through faculty-student research (examples and ideas can be found at: <http://www.cur.org/Publications/Quarterlies.html> )
- ❖ projects that foster synergy between research and teaching through scholarship of teaching (SoTL) (Examples and ideas can be found at: <http://www.issotl.org/tutorial/sotltutorial/u2b/u2b1.html> )
- ❖ substantial course revisions above and beyond that associated with the normal evolution of faculty work that are undertaken in response to findings of earlier outcomes assessment(s).
- ❖ pilot new ways to help and encourage students to learn. Such innovation and experimentation may produce new courses, new course materials (electronic or otherwise), or new methods of assessment or evaluation.
- ❖ support for exploring the feasibility of external funding for previously piloted project.

Proposals for course revisions or development in a faculty member's area of expertise are considered a normal part of the job and cannot be funded.

Proposals involving course or curricular revisions must include a succinct explanation of how the proposed changes are an improvement over existing methods for teaching the course, how student learning in the course will be affected, and how the outcomes of the project will be assessed.

Proposals for scholarship and research should contain a succinct explanation in terms that someone outside of the discipline(s) can understand what will be done and why?

Requests for compensation must clearly specify why the work involved is not covered by normal work responsibilities and/or workload reassignment.

*Compensation for course development and innovation will be assigned as follows:*

Improvement of limited elements of a course = \$500; Comprehensive course revision = \$700; Basic curriculum development = \$1,000; Innovative curricular or course development = \$1,200; Innovative development with publication = \$1,500.

*Compensation for artistic, research and/or scholarly projects will be assigned as follows:*

Revisions/work for a portion of an existing project = \$500; Completion or publication of an existing project = \$1,000; Original study/analysis with publication = \$1,500.

Proposals requesting expenses other than personal compensation for time must provide a ***detailed and itemized budget*** and an explanation for why those expenditures are necessary to the success of the project and should be funded. *Requests for expenses that do not include an itemized budget will not be considered.* Expenses beyond compensation are capped at \$250 unless fully justified. Travel must be fully justified.

Salaries for an assistant or consultant with fees greater than the minimum work study wage level, must fully justify why the minimum wage does not apply. Similarly, compensation requests for staff must justify hours above their normal work schedule.

All grants must have the approval of your department chair and dean. A letter of support from a colleague may also be submitted when appropriate.

*FUNDING RESTRICTIONS:*

- Requests for funding a previously funded project will be considered only when accompanied by a clear assessment of the completed work (i.e., what was accomplished, what was learned, and how will the additional support be used to further develop, not merely maintain, the project ideas.)
- Innovation Grants may be used to pilot an idea, but cannot be used as operating expenses for ongoing activity. For example, basic operating expenses for a course (e.g., field trips, guest speakers, and expendable equipment) will not be funded unless a clear case is made that the project is a pilot for curricular reform and a documented explanation is given for how the ongoing expense will be covered in the future.
- *Travel to conferences and training will not be funded.* All other travel must be fully justified with specifics of why each location is essential to the project.