

HLC Pathways Project Request for Proposals (RFP)

As a central component to the process of institutional reaccreditation, Truman State University is participating as a Pioneer Institution in the Higher Learning Commission's Pathways Demonstration Project. Our work in the Project examines achievement of three University-wide student learning outcomes and the role of transformative experiences in that process. Those outcomes are:

- 1) understand and articulate well-reasoned arguments;
- 2) demonstrate leadership; and,
- 3) live emotionally and physically healthy lives.

More importantly, the Pathways Project seeks to enhance the achievement of those three learning outcomes in measurable ways. To that end, members of the Task Forces invite members of the Truman community to propose demonstration projects that explore creative and effective methods to facilitate student development in one or more of the three areas.

An individual faculty or staff member may submit a proposal, or it may be submitted as a collaborative effort involving multiple individuals and/or multiple units. Proposals that include students as members of the project team are also encouraged.

There will be two opportunities to submit proposals in response to this RFP, as specified in the "Important Dates" section. It is anticipated that three or four meritorious proposals will be funded in each round.

Criteria

Proposals will be evaluated by members of the Pathways Task Forces on the basis of the following criteria. Successful proposals will clearly articulate how these criteria are addressed.

1. Potential to Improve Achievement of Student Learning Outcome(s)

The proposal should describe which outcome will be addressed in the project and how the activities should impact achievement of that outcome. If multiple outcomes are included in the project, the proposal should clarify how each one is addressed by the project.

2. Potential to Provide Transformative Experiences

The proposal should describe how the activities provide opportunities for intentionally transformative learning experiences and how those experiences support the desired outcomes.

Research on transformative learning theory articulates a number of core elements that promote such experiences, including engaging individual experience, promoting critical reflection, encouraging dialogue with self and with others, establishing authentic relationships with and among students, and confronting power and engaging difference (Taylor 2007, 2008). You are also encouraged to read the "Purple Paper" authored by members of the Transformative Learning Task Force for further information (linked under the 2011 Summer Planning and Assessment Workshop: <http://provost.truman.edu/resources.asp>).

3. Expanded Implementation (Scalability)

Projects must have the potential to be implemented on a larger scale in the future if the pilot project indicates they are successful in contributing to the desired outcomes.

4. Assessment

Proposals should include a clear plan to assess student achievement of the learning outcome(s) through the collection of relevant data/evidence. Applicants may wish to use the services of the Center for Applied Statistics and Evaluation (CASE) to assist in data collection and/or analysis. Visit the Center website (<http://case.truman.edu/>) for further information if this is of interest. Applicants may also request consultation from the Assessment Committee to design the measurement plans.

5. Collaborative Projects

Projects that involve collaboration are encouraged. This may take the form of collaboration among members of a department or unit, collaboration between units, or collaboration with students.

Funding/Budget

Projects involving one faculty or staff member are eligible to receive funding up to \$3,000. The budget should cover all costs (e.g., materials, supplies, student labor expenses) and may provide for a stipend up to \$2,500. Individuals who are ineligible for additional compensation may elect to have the stipend provided to their department/unit.

Projects with multiple participants are eligible to receive funding up to \$6,000. Up to \$5,000 of this amount may be designated as stipends for the project team members.

Funds will be disbursed as follows:

- Funds allocated for direct costs (supplies, materials, student labor, etc.) will be disbursed as the costs are incurred.
- First half of stipends will be disbursed during the first semester of implementation.
- Second half of stipends will be disbursed upon submission of final report.

Important Dates

- First round proposals are due by Wednesday, November 30, 2011
- Funding results for this round will be announced on Monday, January 9, 2012
- Second round proposals are due by Wednesday, March 28, 2012
- Funding results for this round will be announced on Friday, May 4, 2012
- Projects may begin as soon as is feasible, but must be completed no later than the conclusion of the 2013 Spring Semester

Guidelines

A complete application must include the following items and should be submitted to the Provost's Office, McClain Hall 203. Proposals should be double-spaced and use one-inch margins.

- 1) **Cover Page** (blank forms are located at the end of this document)
- 2) **Project Summary** (one-half page maximum) briefly describe the nature of the project and the learning outcome(s) to be addressed.

- 3) **Narrative** (three page maximum) this section should articulate what activities will be employed and how they are expected to promote achievement of the identified outcomes. The narrative should also address the role of transformative experiences in the project.
- 4) **Assessment** (one page maximum) the proposal should specify how student outcomes will be assessed.
- 5) **Budget** (one half page maximum) the proposal should specifically identify how funds are to be allocated to cover costs and provide for stipends.
- 6) **Project Timeline** (one page maximum) a timeline should be included that specifies dates for each element of the project, including the anticipated start date, mid-point progress report date, and completion date.

Reporting

- A one-page progress report must be submitted at the mid-point of the project.
- A two-page final report must be submitted at the completion of the project for final stipend payments. This report should discuss the impact of the activities on student learning outcomes and recommendations regarding further implementation.

Any questions regarding this RFP, the creation of a proposal, or the selection process should be addressed to Karen Vittengl (ksmith@truman.edu), who will direct those questions to the Task Forces.

HLC Pathways Demonstration Project Proposal

Cover Sheet

Project Title _____

Applicant Name(s) _____

Department/Unit(s) _____

Signature of Primary Applicant

E-mail Address

Endorsement of Department Chair or Unit Supervisor (signature)

Date _____

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