

2007-2008 SCHOLARSHIP OF TEACHING AND LEARNING GRANTS: GUIDELINES

The Undergraduate Council (UGC), with funding and support from the Vice President for Academic Affairs and the Center for Teaching and Learning, will provide grants for teams of faculty and students to develop research projects on teaching and learning.

GENERAL INFORMATION

PURPOSE:

To re-energize the Liberal Studies Program (LSP) through improved teaching and learning. Proposals should connect your course(s) to the liberal arts and include a demonstrable change in pedagogy or methodology.

ELIGIBILITY:

Any faculty member or instructional staff member of the Truman community may apply for this opportunity. Students may apply as co-investigators with a faculty or instructional staff member.

EXPENSES & COMPENSATION:

The budget may not exceed \$1000 per researcher.¹ No more than \$500 in salary may be requested for summer 2007 per researcher; no more than \$500 in salary may be requested for summer 2008 per researcher, which will be paid upon completion of the project². If you are requesting a budget for materials, this money must come from the \$1000 allotted for salary. (For example, a team of 2 may request \$500 each for summer 2006 research, \$500 for materials, and \$250 each for completion of the project; this equals a total of \$2000.) Instructional staff on twelve-month contracts are not eligible for salary.

ACTIVITIES:

1. Each member of the team is expected to work throughout the 2008 fiscal year (July 1, 2007 – June 30, 2008) and present their research in July 2008 (see #4 below).
2. Each team should review materials on SoTL, including <http://tctl.truman.edu/facultysupport/SoTL/index.asp>.
3. Each team will receive mentoring from the Center for Teaching and Learning and the Assessment Specialist.
4. Each team will be expected to present at a session during the Summer Master Plan and Assessment Workshop in July 2008. All team members are expected to attend and participate in the Workshop.
5. Each team will write a report on their findings, ten to twenty pages long (double-spaced), and submit it to the VPAA Office, for distribution to the Undergraduate Council and wider Truman community no later than June 30, 2008. Each report will be posted online.
6. If funding is available, selected teams will be able to attend the 2007 CASTL Institute, scheduled for June 7-9 in Chicago.
7. If funding is available, teams are encouraged to present their research at a national conference in 2008.

¹A team of 4 may receive no more than \$4000 total; 3 may receive no more than \$3000 total; a team of 2, no more than \$2000 total; an individual, no more than \$1000. Faculty may receive no more than \$3000 in salary from all University grants in a single summer. Students may participate either as salaried team members, or may be paid hourly for clerical/research support. Salary is taxable income, and appropriate deductions will be made.

²Timely completion of the project means that the final report will be received by the VPAA Office by June 30, 2008. If the report is later than June 30, 2008, the salary amount requested will NOT be paid.

REVIEW OF PROPOSALS

Proposals will be reviewed by a committee chosen by the Vice President for Academic Affairs and Undergraduate Council Chair.

SELECTION CRITERIA

Since funds are limited, all proposals may not be funded, especially if some proposals are similar. Priority will be given to applications whose proposals are deemed most likely to:

1. Improve teaching and learning in the Liberal Studies Program;
2. Apply the improved pedagogy or insight into student learning to more than one course.

PROPOSAL FORMAT INSTRUCTIONS

Proposals should be no longer than four pages, double-spaced, and should include the following sections.

I. PROJECT FOCUS/POSITION

Explain specifically what you plan to research and implement.

1. What is the problem or question you wish to investigate? For example, which course's instruction methods or learning outcomes do you plan to improve?
2. What is your hypothesis going in to this investigation?
3. What relevant literature have you already located and what literature will you review in Summer 2007?
4. What ideas do you have about methods to investigate your question?
5. What is the significance of the problem or question you wish to investigate?
6. Will your project have a local or national implication or both?

II. TIMELINE

In addition to giving start and end dates for your work, include a timeline that sequentially outlines the progression of activities that will take place during the grant period. The timeline may be presented graphically or in outline form and should include the Master Plan and Assessment Workshop presentation.

III. BUDGET SUMMARY

Provide a projected budget. No group may request more than \$1000 per group member, and no more than \$500 each summer (see "expenses and compensation" on page 1). Include a budget for materials if needed.

DEADLINES

Proposal due to Erika Woehlk (ewoehlk@truman.edu): **Monday, April 2, 2007, 5:00pm**

Decisions announced: **No later than Monday, April 16, 2007**

Final Results Paper Due to VPAA Office: **Monday, June 30, 2008, 5:00pm**

Master Plan and Assessment Workshop: **Wednesday, July xx, 2008**