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| **CALL FOR PROPOSALS SPRING 2019**  **TRC COURSE DEVELOPMENT GRANTS**  **Application Deadline: January 16 (Wednesday), 2019 (11:59 pm)** |

**PURPOSE**

The purpose of the TRC Course Development grants is to support faculty to redesign or develop a course in ways that implement high-impact, evidence-based, and/or innovative teaching strategies to improve student learning, AND can be used after the semester conversion. Such redesign and/or development must go *significantly above and beyond regular course preparation and clearly relate to improving student learning and engagement.* Support from this grant program does not include support for course revision or course development that is part of faculty’s regular teaching assignment.

The course redesign must take into consideration why the redesign is needed both in AY 2019-20 and how it will be utilized under semesters.

Faculty support will include $4,700.00 for one course release for Spring 2019.

## ELIGIBILITY

All instructors on at least a one-year contract are eligible to apply (lecturers and tenure-line faculty).

# **SAMPLE PROJECT TYPES**

Types of activities eligible for support include, but are NOT limited to the following:

* Experimentation with teaching methods that increase classroom interaction and promote active learning in both small and large group instruction, such as problem-based learning (PBL), project-based learning, POGIL, case-studies, etc.;
* Incorporation of teaching strategies, assignments and/or materials that address and support diversity in the classroom, such as internationalizing the curriculum, adopting critical pedagogies, offering students assignment options that allow for greater recognition and inclusion of diverse learning styles, etc.;
* Development of innovative and/or interactive online instructional materials in an effort to “flip the classroom” **(PLEASE NOTE: Developing/Converting a course for an online environment or developing supplemental materials for a course in Blackboard does not, in and of itself, constitute an innovation);**
* Integration of Web 2.0 technologies, digital media, social media, blogging, etc. in ways that increase student learning and engagement;
* Explicit scaffolding or supporting students’ reading, writing, critical information literacy, and/or critical thinking across the disciplines;
* Revision of curriculum and assignments to engage all students in a course in undergraduate research (i.e. explicitly apprenticing all in the discipline-specific methodologies of the field);
* Incorporation of service-learning pedagogy and/or community-engagement projects.

**PROPOSAL GUIDELINES**

1. The course to be developed or redesigned must be listed in the CSUSB Bulletin of Courses and scheduled to be taught in the 2019-20 Academic Year.
2. Projects must observe the following timeline:
   1. Spring 2019: reassigned time for course development
   2. AY 2019-20: course implementation and evaluation of impact of the redesign
   3. August 2020: Poster Event sponsored by TRC and completion of an e-portfolio for the course (with the reflection component of the e-portfolio to be completed after implementation of the redesigned course)
3. Project director must have submitted all grant reports and fulfilled all dissemination obligations for all TRC grants prior to 2018-19.
4. The TRC Innovative Course Design award may be supplemented by funds from other sources.
5. Project proposals must be signed by the Project Director and the Department Chair.
6. Project proposals must adhere to the format below.

##### APPLICATION FORMAT

Proposals should be a maximum of 3 pages, have 1 inch margins all around, may be single or double-spaced, and have a font size no smaller than 11 points. Exclude all identifying information on Pages Two and Three for anonymity of reviews. **Proposals that do not conform to these guidelines will not be read by the selection committee and will not be funded.**

**PAGE ONE**

1. HEADER: Spring 2019 Innovative Course Development Grants
2. NAME of Project Director, Signature, Department, E-mail and Phone
3. DEPARTMENT CHAIR’S SIGNATURE (plus printed name and email). This indicates support for the project, that the redesign is either required for a quarter course and/or will provide a substantial design basis for the appropriate semester course.

**PAGES TWO AND THREE**

1. PROJECT TITLE (8-10 words):
2. COURSE NUMBER & TITLE: \_\_\_\_\_\_; QUARTER TO BE TAUGHT: \_\_\_\_\_\_\_\_\_

This course is: \_\_\_ REQUIRED \_\_\_ ELECTIVE in: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The semester course to be based on this redesign (provide any available information): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NAME OF PROGRAM/S: \_\_\_\_\_\_\_\_\_\_\_\_\_\_;

ONLINE BULLETIN URL: \_\_\_\_\_\_\_\_\_\_

1. ABSTRACT (100-150 words)
2. If funding was previously received for a related project, please provide the title of that project and how this project expands or builds on it.
3. PEDAGOGICAL INNOVATION or REVISION, IMPACT, & RATIONALE: Explain (in language appropriate for a non-expert) the innovation or revision you intend to develop and incorporate into your class, the impact or outcome you hope to achieve through this innovation, and why you believe this innovation will have this impact on student learning.
4. WORK PLAN: Explain the work you must do in order to plan, develop, implement and evaluate the impact of your innovation. Be sure to include a timeline.
5. PROJECT EVALUATION: Describe how you plan to assess the impact of your course development on student learning, e.g., what results are expected, how will you know that the project was successful, what evidence will you provide at the end of the project? Please be as informative as possible. For example, just “pre-post survey” doesn’t provide sufficient information to assess your evaluation plans.
6. DISSEMINATION: I agree to create an e-portfolio for this project for the TRC website that will include a description of the project, course materials, reflections on the project implementation, and project results and to participate in dissemination events to be sponsored by the TRC in Fall 2020.   
   \_\_\_Yes \_\_\_ No

**SUBMISSION PROCEDURE**

1. Submit ONE ELECTRONIC PDF COPY to [trc@csusb.edu](mailto:trc@csusb.edu).
2. **DEADLINE**: **11:59 PM, JANUARY 16, 2019 (Wednesday).**

Awards will be announced during the week of February 4, 2019.

1. Proposals should be a maximum of three pages (as described above), have 1 inch margins all around, may be single or double-spaced, and have a font size no smaller than 11 point in Arial style.
2. Exclude all identifying information on Pages two and three. Do not use embedded headers/footers, page numbers, or footnotes.

**Proposals that do not conform to this procedure will not be considered for funding.**

**CRITERIA FOR SELECTION**

1. Pedagogical innovation is clearly explained and justified. Grant reviewers outside your discipline are able to understand what the project is, the impact it will have on students, and why it is reasonable to expect that the project innovation will have a positive impact on student learning.
2. Pedagogical innovation will be high-impact in terms of student engagement and/or students’ learning.
3. The proposal clearly explains both why the redesign is needed both in AY 2019-20 and how it will be utilized under semesters.
4. The work plan is clear, realistic, and amounts to the equivalent of teaching a class (i.e. 120 hours of work) and clearly goes above and beyond the course development that is part of faculty’s regular teaching assignment.
5. The project assessment is appropriate, valid, and clearly explained. Grant reviewers outside your discipline understand how the project director will know what impact the project innovation has had on student engagement and/or learning.
6. Faculty member agrees to participate in an evaluation and/or dissemination activity to be determined by IQC/TRC.
7. Faculty member has submitted all grant reports for TRC grants awarded prior to 2018-19.