

# Center for Teaching and Learning

## Innovation in Teaching and Learning Grants

### Call for Proposals

The primary goals of ITL grants are: 1) to enhance the quality, while also expanding the range and accessibility, of learning experiences offered; 2) to provide faculty with resources to develop innovative and improved techniques in student learning.

Successful applicants will be awarded up to \$1000. Funds may be used for the acquisition of teaching tools (including software), payment for student assistants, field trip expenses, technology tools (i.e. swivel, microphone, webcam) and training fees. Restrictions on how funds may be allocated apply.

- Rationale for including each item to be funded must be indicated in assessment plan.
- Faculty salaries or computers will not be funded.
- Conference travel may be funded.

All faculty are eligible to apply for an ITL grant, including full, part-time, and adjunct faculty. Applicants must be the faculty of record or be scheduled to teach the course for which the grant is requested. **Applications are due on March 15. Awards will be announced by April 30. Funds will be distributed by May 15.**

#### PROPOSAL

Proposals will be evaluated on innovativeness, connection to professional goals, assessments, sustainability and budget. They should be submitted to [ctale@andrews.edu](mailto:ctale@andrews.edu) preferably as one document. Proposals should be no more than 1500 words and should include the following information:

- Name(s), title(s), department(s), email(s), and phone(s).
- **Learning Objectives/Outcomes** What are your learning objectives/outcomes? What will students be able to do as a result of their experience with this project, course or materials? What are the learning activities students will engage in to help meet these goals?
- **Professional Goals** How does this project connect to your teaching and professional goals?
- **Support** What support will you need from your dean, department, CTL, DLIT or other campus entities in implementing this project?
- **Classroom Data and Literature** What classroom data and/or relevant literature supports the need for this project?
- **Assessment** How do you plan to assess whether learning objectives/desired outcomes have been met? Identify specific methods, instruments etc.
- **Extension** What are your plans to extend this innovation, if appropriate, beyond the funding period?
- **Allocation** How will grant funding be allocated? Funds can be used for supplies, equipment and professional development.

#### IMPLEMENTATION, REPORT AND PRESENTATION

**Implementation.** Projects are expected to improve student engagement, student learning outcomes, and/or student success within one year.

**Report.** Within a year of the grant being awarded, awardees are expected to submit a short report (two - three pages) to the Center for Teaching and Learning. The report should detail how the funds were allocated and identify the project outcomes. Specifically, the report should include the following:

- How did you meet the objectives outlined in your application, including how you implemented and assessed your grant activity?
- What was the impact of the grant activity on your teaching, your students, the university community, and/or your discipline? Please provide evidence, such as, but not limited to the following:
  - » course assessments
  - » peer review of course documents such as assignments, syllabi
  - » analysis of student work
  - » course evaluation ratings
  - » formative dialogue report
  - » student focus groups
  - » questionnaires
- What are your plans to disseminate the results of your grant activity?

Final reports will be reviewed by the Center for Teaching and Learning, and no future proposals for ITL grants will be considered if a report from an earlier ITL supported project has not been submitted and presentation has not yet been made.

**Presentations.** ITL Grant recipients are expected to present the results of their project in an appropriate on- or off-campus venue.