

Illinois State University



SCHOLARSHIP OF TEACHING AND LEARNING (SoTL) SMALL GRANT PROGRAM

REQUEST FOR PROPOSALS

2012-2013 (FY13)

OVERVIEW

The Cross Endowed Chair in the Scholarship of Teaching and Learning requests proposals for the **Scholarship of Teaching and Learning Small Grant Program**. The program provides scholarship of teaching and learning (SoTL) small grants to study the developmental and learning outcomes of ISU students. At Illinois State University, through our work with the Carnegie Academy for the Scholarship of Teaching and Learning (CASTL) Campus Program, we have developed the following definition of SoTL, “systematic study/reflection on teaching and learning made public.” This definition allows for research in any discipline and the use of various methodologies. The work may be quantitative or qualitative in nature and focus on class, course, program, department, or cross-department levels. All SoTL work must be made public and peer reviewed in some way via presentation, performance, juried show, web site, video, and/or publication. For 2012-2013, projects may focus on any topic or teaching-learning problem related to the learning of your ISU students. Reports of previously funded projects are available at <http://sotl.illinoisstate.edu/examples/>.

Awards **up to \$5,000** are available. Funds may be used for any budget category (e.g., printing, commodities, contractual, travel, student help, and salary). We expect to award about 4-5 grants. *All awards, however, are subject to the availability of funds. If the University sustains budget cuts in FY13, all programs, including these awards, will be reviewed which may result in their reduction or elimination.*

ELIGIBILITY

All tenured and tenure-line faculty, non-tenure line faculty, faculty associates, graduate teaching assistants, and AP staff with teaching or teaching support responsibilities at Illinois State University are eligible to apply. This includes those working with students in co- and extra-curricular student groups. **Each proposal, however, must be from a team of at least one faculty/staff member and at least one student (graduate or undergraduate).** Team members may be from the same discipline or include members from more than one discipline.

APPLICATION MATERIALS AND PROCEDURE

Please send the following materials by **4:00 p.m., May 14, 2012 via campus mail to Kathleen McKinney, 6370 or email to kmckinne@ilstu.edu**. If using email, please place all materials in one word file. Your last name should be part of the file name.

1. A cover page with name, department and email address of all applicants, and project title;
2. A narrative addressing the first 6 bullet points below under selection criteria (maximum of 5 double-spaced pages);
3. A reference page/bibliography;
4. An itemized budget including a budget justification (details on where/how numbers were obtained and calculated; and
5. Optional appendices (e.g., draft of questionnaire or focus questions or course portfolio outline).

SELECTION CRITERIA

In addition to checking that the proposal meets all eligibility requirements noted above, three faculty/staff members with expertise in SoTL will review the proposals using the following criteria.

- Project clearly fits SoTL related to college teaching and learning as defined above.
- Proposal clearly states a meaningful or significant teaching-learning issue or problem related to ISU students to be studied.
- Proposal includes a brief but relevant literature review: 'theory' and past research. (General and discipline-specific journals on college teaching and higher education practices are available at both Milner Library and CTLT. See, also, the list at <http://ilstu.libguides.com/sotl>.)
- Project uses appropriate methodology for reflecting on/studying the teaching-learning issue or problem posed.
- Project is ethically appropriate in terms of the use of human subjects and this is made explicit.
- Proposal lists specific, possible presentation, performance, representation, or publication outlets.
- Proposal contains an appropriate and detailed budget, and budget justifications.

TIME FRAME

- Proposals due to Cross Chair before 4:00 p.m. on Monday May 14, 2012.
- Notification of awards will take place in early to mid-June, 2012.
- Funds available (budget permitting) July 1, 2012 (or as soon as the FY13 budget is approved).
- Funds must be spent by June 21, 2013.

REQUIREMENTS FOR RECIPIENTS

All award recipients (as teams) must meet the following requirements:

1. If human subjects are involved--submission of an IRB protocol form and receipt of IRB approval before starting the project (as this research will be made public);
2. Presentation of the funded SoTL research project (in progress or completed) in any format (poster, paper, panel...) at the CTLT Teaching-Learning Symposium held in January 2013 or January 2014;
3. As appropriate to the discipline and the project, submission of an article or other representation of the work (e.g., video, web site, portfolio) to a teaching newsletter, website, journal, or book by December 2013 with a copy (or a summary report with information on the submission) to the Cross Chair.
4. Explicit recognition of this funding source in all presentations, publications, videos, etc. of the project.