

## **Faculty Development Funding Opportunities 2016-2017**

Beginning in 2016-17, the [Faculty Development Council \(FDC\)](#) will oversee the allocation of funding to support course development, pedagogical and curricular innovation, and advising. The FDC is interested in innovative projects from individuals or groups of faculty that will strengthen current pedagogical skills, or expand the range of teaching and/or advising capabilities. We recognize that teaching and research interact in important and complicated ways. Funding for scholarly research can be sought from the Research Council. If you wish to propose a project to the FDC that has strong connections to your research, please consider consulting with the chair of the FDC (and/or the chair of the Research Council), and be sure to explain the specifically pedagogical benefits of the project in your application. For a list of all internal funding opportunities for faculty, please refer to the [Dean of Faculty website](#).

The process outlined in this document brings together programs and funding opportunities that previously had many different deadlines and proposal guidelines and develops a more consistent format and timeline. This document outlines three forms of support available to Colgate faculty, including funds for (1) professional development for teaching and pedagogy, (2) course development, and (3) faculty travel related to course and professional development. Faculty applying for funding from the FDC should select the category or categories that align most closely with the proposal:

### **Faculty-Centered Opportunities**

- Discretionary grants for faculty development (awards up to \$1,000)  
Funds can be requested throughout the academic year by applying directly to the chair of the FDC. As long as no more than \$1,000 is requested in a given year, faculty may make multiple applications for grants funding distinct projects.  
Deadline: rolling. Contact: [Chair of the Faculty Development Council](#).
- Major grants for faculty development  
Funds ranging between \$1,000 to \$5,000 are available to support pedagogical innovation and development. Please refer [here](#) for examples of successful proposals.  
Deadline: November 4, 2016 and March 31, 2017. Contact: [Chair of the Faculty Development Council](#).
- Teaching and technology micro grants  
Discretionary awards (up to \$500 per year) can support software, web-based subscriptions, etc.  
Deadline: rolling. Contact: [Director of Academic Technologies/Associate Director of the Center for Learning Teaching and Research \(CLTR\)](#). Apply [online](#) for an expedited application process.

### **Curricular Opportunities**

- Development grants for courses with community-based research projects (Upstate Institute)  
Develop or revise a course to include a significant community-based research component that will support the Upstate New York region or its residents. Students should be asked to critically reflect on their experiences with community engagement while addressing a significant, community-identified need. Course development grants will usually be \$4,000. The applicant may request additional funds to support expenses related to the course such as local travel, supplies, equipment, or guest lecturers. More details can be found [here](#).  
Deadline: January 31, 2017. Contact: [Director of the Upstate Institute](#).

- Development grants for courses with service learning (COVE)  
 Develop or revise a course to offer students immediate opportunities to apply classroom learning to support or enhance the work of non-profit or public agencies that exist to effect positive change in the community. Course development grants will usually be \$4,000. Additional funds are available to support a 1-2 week direct service assignment domestically or internationally. More details can be found [here](#).  
 Deadline: January 31, 2017. Contact: [Director of the COVE](#).
- Bicentennial courses and projects  
 Funds are available to extend opportunities for faculty to contribute to the public celebration of Colgate's bicentennial. Proposals will find projects that involve students and faculty in academic celebrations of the rich heritage of the university, broadly understood. Course development grants will depend on the amount of curricular change and innovation, and stipends will typically range between \$1,000 and \$4,000, in addition to course-related costs. More details can be found [here](#).  
 Deadline: January 31, 2017. Contact: [Office of the Dean of Faculty](#)
- Pedagogical enhancement grants  
 A call for proposals for projects involving pedagogical enhancement and coordinated efforts that go beyond our usual updating of courses and curricula. Over the last two years, in part thanks to our ColgateX efforts, a number of us have come to better appreciate the power of coordinated effort among Colgate's varied resources and strengths in faculty, librarians, educational technologists, etc. Thus we solicit proposals for Pedagogical Enhancement Grants designed to help faculty members further enhance the quality of education for our students. Course development grants will depend on the amount of curricular change and innovation, and stipends will typically range between \$1,000 and \$4,000. A description and more details may be found [here](#).  
 Deadline: November 4, 2016. Contact: [Director of CLTR](#)
- Grants for collaborative global teaching (Lampert Institute)  
 Grants will be awarded to enable faculty to invite colleagues to provide guest lectures (or co-teach courses) from abroad. Typical awards will range from \$100-\$1,000.  
 Deadline: rolling. Contact: [Director of the Lampert Institute](#)

### Teaching-related travel

- Travel grants for study group and extended study directors (Off-Campus Study)  
 Grants are available to support preparatory travel for an individual faculty member in advance of directing a study group or extended study. Priority is given to directors of study groups who have not previously visited the site or have not been there for some time and for sites requiring significant logistical arrangements or safety assessments.  
 Deadline: November 4, 2016. Contact: [Office of Off-Campus Study](#). Apply [online](#).
- Kallgren faculty travel grants  
 The Kallgren Fund supports interdisciplinary groups of faculty traveling around a common interest that relates to new courses in development, plans to deepen aspects of courses already taught, and/or scholarly development. Kallgren funds could also support groups of faculty traveling to explore a new study group or extended study program site. More details can be found [here](#).  
 Deadline: November 4, 2016. Contact: [Chair of the Faculty Development Council](#).

Please communicate directly with the relevant contacts prior to submitting an application. If your project does not seem to fit within one of these opportunities, please consult with the [Chair of the Faculty Development Council](#) or the [Director of Center for Learning, Teaching and Research](#) for guidance.

### *Eligibility*

Most of the opportunities listed above are for full-time tenure-stream or Category I faculty, or senior lecturers. However, visiting faculty are eligible for discretionary grants, teaching/technology micro grants, and grants for collaborative global teaching.

### *Procedure for Applying for FDC Funding*

By the relevant deadline, send an electronic copy of the proposal to the [Chair of the Faculty Development Council](#) and to the [Administrative Assistant for the Associate Deans of the Faculty](#).

Unless otherwise noted above, the proposal should include the following (in no more than five pages):

1. The project title, name(s) of applicant(s), and departmental/program affiliation.
2. The one or two categories that align most closely with the proposal:

#### **Faculty-Centered Opportunities:**

- Discretionary grants for faculty development (awards less than \$750)
- Major grants for faculty development
- Teaching and technology micro grants

#### **Curricular Opportunities:**

- Course development grants for courses with community-based research projects (Upstate Institute)
- Course development grants for service-learning (COVE)
- Bicentennial courses and projects
- Pedagogical enhancement grants
- Grants for collaborative global teaching

#### **Teaching-related Travel**

- Travel grants for study group and extended study directors
- Kallgren faculty travel grants

3. A description of the project, which normally includes:

- i. A statement of purpose.

- ii. A detailed description of the way in which the project will be carried out, including specific dates and locations for project activities. Please indicate if this is a multi-year project for which you may request future funding from the FDC. Please be sure to comply with specific guidelines to programs as noted in links above. For proposals that fall into more than one category, please describe how the project meets the stated goals of each opportunity.

- iii. A statement describing the innovations and improvements in teaching, faculty discussion of pedagogical issues, or academic advising that are expected to result from the project. Be specific as to the courses or areas within the curriculum that the project will influence. Whenever relevant, please include a draft syllabus. (Note that new courses will have to be reviewed by the Curriculum Committee.)

- iv. A brief discussion of plans to assess the outcomes of the project and your plans for disseminating the results of the project to the Colgate community. Examples include a public presentation or a blog.

- v. An indication of any anticipated need for library and/or academic technologies involvement or other staff support.

4. A funding history: In this section, please describe your history of grant funding from Colgate sources for the past three years and other possible sources of funding for the project. You don't need to include divisional conference travel funding, but please do include all other Colgate (*e.g.* Faculty Development Council, Research Council, divisional faculty development, etc.) funding. With respect to expenses for your proposal, state what Colgate funding you have already pursued or secured and what—if any—alternate sources of outside funding you have pursued/secured.

5. An itemized budget, including stipends and anticipated course expenses (if any). Allowances for *per diem* expenses and travel must conform to the University [travel policy](#). Faculty who are seeking funding for equipment, software, books, or instructional materials should first contact their department, program, or division or, when appropriate, the library, to inquire about existing budgets which may support similar requests. We recommend using the Faculty Development Council [budget form](#).

6. Please feel free to include additional supporting materials, as appropriate.

### **Criteria for Selection**

Proposals will be evaluated for teaching innovation and for the ability to strengthen the curriculum at Colgate, as well as based on the criteria for individual categories. Other criteria include:

- Clarity of goals and clear indications of how the goals will be addressed.
- Feasibility of proposal and timeline and frequency of course offerings.
- Appropriateness of budget allocations.
- For new courses, feasibility of incorporating the course into Colgate's curriculum over the long term.
- Use of evaluation methods for assessing outcome and impact, where relevant.
- Internal funding history. Preference may be given to proposals from individuals who have not received FDC funds in the three previous years.