Judge Julian Beck
Learning-Centered Instructional Projects 2016-17
Proposal Due Date: Friday, March 11, 2016, 4:00 p.m.

Information and Application

Information

1. Purpose and Awards
   A committee of faculty, under the authority of the University Corporation’s Executive Committee, will consider proposals for the 2016-17 Judge Julian Beck Learning-Centered Instructional Projects (Beck Grants) that are specifically designed to promote learning-centered instructional projects at California State University, Northridge (CSUN). Projects may be funded up to $6,000 per project. Individual stipends may not exceed $3,000. The number of projects awarded depends upon the funds available through the Judge Julian Beck Endowment, which was established by the University Corporation in 1976.

2. Types of Projects Requested
   As a Learning-Centered University, CSUN seeks to provide students with opportunities to actively engage in and ultimately become responsible for their own learning. With this goal in mind, learning-centered instructional projects must implement specific tactics and strategies designed to improve student learning at CSUN. Suggested projects include, but are not limited to, the following:
   - course redesign to improve student learning
   - active and experiential learning practices
   - formative student-assessment techniques that guide teaching and learning
   - student engagement for deep understanding and learning strategies
   - innovations that will increase CSUN’s self-reliance through self-support or generated revenue

3. Types of Projects and Purchases that will NOT be funded
   Projects and purchases that will not be funded include one-time events, dissertation research, technical skills training, travel, and equipment. Examples of projects which would NOT be appropriate for funding through the Beck Grant include, but are not limited to, the following:
   - course preparation for an existing course
   - purchase of a laptop computer to allow for teaching an online course
   - travel to a conference
   - registration in a training course to increase applicant’s computer skills

4. Principles and Considerations
   a. Projects must be implemented and evaluated during the 2016-17 academic year.
   b. All faculty and staff are eligible to submit projects, either individually or as a group.
   c. Projects proposed by teams of faculty and/or staff are encouraged.
   d. Projects will support improvements in student learning.
   e. Projects will be sustainable without future Beck funding.
   f. Projects will have broad applicability within and/or across discipline(s).
   g. Projects that target rigorous and demanding required courses are encouraged.
   h. Projects that are innovative are encouraged.
   i. Implementation over both the Fall and Spring semesters is encouraged, with Spring modifications based upon the Fall semester’s student learning results.

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1 All funds used for payroll (not reassigned time) are subject to a fringe-benefits charge [includes FICA, State Disability Insurance (SDI), Unemployment Insurance, and Workers’ Compensation]. The current rate of 10.5% must be included in the total amount requested per project (note that the rate may go up or down slightly in 2016-17).
5. Requirements for Funded Projects (due no later than Monday, June 19, 2017)
   a. Recipients are required to submit a final written report of their project, which should include:
      1. Project title
      2. Project objective(s)
      3. Project description
      4. Evidence of project implementation
      5. Description of procedures used for measuring project objectives (include your evaluation tools)
      6. Project results
      7. What you learned about student learning from this project
      8. What you plan to implement in the future as a result of this project
   b. Recipients are also required to disseminate the results of their project to the university community via the Faculty Development website. Materials should be submitted with the final report; these will be posted to a featured section of the website by the Faculty Development Directors. Note that this will not be merely a posting of the final report to the website, but rather the sharing of specific results, such as materials generated, student projects, teaching tips, or other information that would be useful to interested faculty/staff. This may take any format, but should be designed for online consumption. Some examples:
      1. a short video sharing teaching tips or implementation of the project
      2. a poster sharing the results of the project
      3. a photo slideshow of student projects
      4. a short description of the work with a link to the course webpage with materials for the course
      5. sharing of materials generated (e.g., grading rubric, pre-/post-test) with tips for using the materials

6. Timeline
   March 11, 2016 One original hard copy of application materials due to Faculty Development by 4 p.m. (University Hall 215/Mail Code: 8203)
   Early-May 2016 Awards announced
   June 19, 2017 Final written report and materials for website due to Faculty Development (facdev@csun.edu)

7. Review and Award Announcement
   a. The Beck Grant Selection Committee, consisting of CSUN faculty from each of the nine colleges and the Oviatt Library, recommends projects for funding to the University Corporation's Executive Committee according to the established guidelines and available funds.
   b. 2016-17 Beck Grant awards will be announced in early-May 2016.

8. Funding
   a. Projects are funded up to $6,000 per project.
   b. Funds are typically allocated in one of two ways:
      1. Reassigned time (up to 3 units) = $5,169
      2. Stipends (not to exceed $3,000 per person or $6,000² per project)
   c. Other funding requests, such as for materials, will be considered based on stated justification in the submitted Budget Request (page 5).
   d. All unallocated funds and/or unused funds revert to the Judge Julian Beck Endowment for reallocation in subsequent competitions.

² All funds used for payroll (not reassigned time) are subject to a fringe-benefits charge [includes FICA, State Disability Insurance (SDI), Unemployment Insurance, and Workers’ Compensation]. The current rate of 10.5% must be included in the total amount requested per project (Note that the rate may go up or down slightly in 2016-17).
Application Requirements Checklist

A complete application meeting all the requirements listed below is required for consideration by the Beck Grant Selection Committee. Late applications will not be considered for funding.

1. **Cover Page**
   Please complete and submit the enclosed cover page (page 4).

2. **Department Chair and College Dean Signatures**
   The signatures of both the applicant’s Department Chair and College Dean are required on the cover page. If this proposal targets a course outside of your home department, you must also obtain the signature of that Department Chair.

3. **Proposal Narrative Format**
   Make sure your narrative:
   - is double-spaced
   - is written in 12-point Times New Roman font
   - is no more than four pages in length
   - responds to each section of the Narrative Requirements (below) by number, letter and subtitle
   NOTE: the Selection Committee will not read beyond four pages in reviewing your proposal narrative.

4. **Proposal Narrative Requirements**
   All proposals must respond to each of the following sections:
   a. Describe the student learning problem/issue your project will address.
   b. Explain why Beck Grant funds are needed to implement your project.
   c. Describe your project objective(s).
   d. Describe your project activities.
   e. What are the student learning outcomes for this project?
   f. How will your project impact these student learning outcomes?
   g. Describe your methods and tools for assessment.
   h. Prepare a timeline showing the specific steps you will take to achieve your project objectives.
   i. Describe how your project represents an innovation.
   j. OPTIONAL: a bibliography, not to exceed 1 double-spaced page, may be included. This will not count toward the 4 page limit.

5. **Additional Supporting Materials**
   a. A complete budget (see page 5)
   b. Signatures from support services as appropriate (see page 5)
   c. Your curriculum vitae
      A curriculum vitae, not to exceed two pages, is required. Include terminal degree, current rank and position within the University, a summary of your professional experience and identification of any background information and/or publications most relevant to your proposed project.

6. **Application Deadline**
   **One original** hard copy of the complete application must be received by Faculty Development (University Hall 215/Mail Code: 8203) no later than **4:00pm on Friday, March 11, 2016**. Late applications will not be considered for funding. Applications which are incomplete, lack the required signatures or copies, or exceed the page limitations stated above will not be accepted.
Judge Julian Beck
Learning-Centered Instructional Projects, 2016-17
Proposal Due Date: Friday, March 11, 2016, 4:00pm

Project Director:

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<th>Name</th>
<th>Title</th>
<th>Department</th>
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E-mail Address               Home Phone               Office Phone

If funded, I, the Project Director, agree to the following requirements (please initial):

_____ I will submit materials for disseminating the results of my project via the Faculty Development website by June 19, 2017.
_____ I will submit a final written report of my project by June 19, 2017.
_____ I understand that failure to complete any of the above requirements will result in forfeiture of grant funds.

Project Title: ________________________________________________________________

Signature(s):

Project Director (and Participants): _____________________________

___________________________ _____________________________

Department Chair: _____________________________ College Dean: _____________________________

Additional signature if required (see page 3, item 2): _____________________________

Proposal Abstract: (Please use only the space provided below.)
Budget Request (Summary)

1. **Reassigned Time**: Fall 2016   Spring 2017  [check one]

   [3 units = $5,169.00] $______________

   or

   **Stipend** $______________

   [not to exceed $3,000 per person or $6,000 per project]

   Justification:

2. **Materials** $______________

   Justification:

3. **Other** $______________

   Justification:

4. **Total** (not to exceed $6,000) $______________

Support Services

Please obtain the appropriate signatures for any support services required outside your department (e.g., Creative Media Services, Information Technology, Learning Resource Center).

I have read this proposal and agree to support the project in the manner described in the narrative. My support unit can perform the services described.

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