

California State University, Northridge

Request for Proposals (RFP)

Office of Faculty Development
University Hall 215 (Mail Code: 8203)
Phone: (818) 677-5934

**The University Corporation
Learning-Centered Instructional Project Grant 2021-2022
(TUC-LC Grant)**

Proposal Due Date: **Monday, March 1, 2021, 4:00 p.m.**
Information and Application

Information

1. What is learning-centered instruction?

Learning-centered instruction “emphasizes a variety of different method types that shift the role of instructors from givers of information to facilitators of student learning or creators of an environment for learning. In learning-centered teaching, the instructor focuses on what students are learning, how they are learning, and how they can use the learning.”¹

2. Why should I apply for a TUC-LC Grant?

Faculty Development offers TUC-LC Grants to provide CSUN faculty with support as they develop and implement innovative ideas that promote learning-centered instruction. 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.

Those who receive TUC-LC Grants will receive:

- a \$3,000 stipend
- information on evidence-based learning-centered teaching practices
- faculty peer support to implement an innovation through participation in:
 - a one-day TUC-LC Summer Retreat (August 13th, 2020 from 10:00-2:00)
 - a TUC-LC Faculty Learning Community that meets during Fall 2021 & Spring 2022 semesters (all meetings will take place virtually)
- guidance on presenting project findings

3. Who can receive a TUC-LC Grant?

Those interested in learning how adopting learning-centered evidence-based teaching approaches can result with greater student learning and success at CSUN. Recipients will implement a specific teaching innovation during the academic year, be observed during implementation, and collect assessment data. Applicants MUST be teaching at least one course during both the fall and spring semesters of the award year.

Applicants are NOT required to know or commit to a specific teaching idea, solution, or intervention in their application because ideas will evolve once Faculty Development provides the full scope about this learning-centered teaching philosophy. However, applicants should indicate what kind of issue, concern, or problem they are motivated to

¹ Blumberg, Phyllis. 2009. *Developing Learner-Centered Teaching: A Practical Guide for Faculty*. John Wiley & Sons, Inc: Page 3 from Weimer, Maryellen. 2002. *Learner-Centered Teaching: Five Key Changes to Practice*. Jossey-Bass: Page XVI.

solve. Some of the common ways faculty modify their teaching include, but are not limited to:

- course redesign to improve student learning
- adopting more active-learning and experiential learning practices
- cultivating a more inclusive learning environment through the use of culturally sensitive and relevant teaching practices
- creating better assignments & assessments that promote student learning
- motivating students so they are more engaged and learning more deeply
- teaching students to learn-how-to-learn so they will be more self-regulated learners
- helping students develop the professional development skills needed for graduate school and/or their careers
- finding ways to increase the number of students passing a particular course while maintaining high expectations for learning
- other ideas

4. What types of projects do NOT qualify for TUC-LC Grant funding?

- Faculty working on projects that involve **service learning** are encouraged to consider applying for a Service-Learning Grant through the CSUN Office of Community Engagement. Service-Learning projects will not be funded.
- Projects requesting re-assigned time to plan a one-time event, conduct dissertation research, or receive technical skills training or travel will not be funded.

5. Who is eligible to apply?

- All faculty and staff are eligible to submit project proposals. As mentioned above, applicants must be teaching at least one course during both the fall and spring semesters of the award year (i.e. faculty who will be completely reassigned from their teaching load will not be eligible).
- Individuals may receive TUC-LC Grant funding more than once, but priority will be given to those who have not yet received TUC-LC Grant funding.
- Participants who can commit to participating in the required TUC-LC Grant programming (i.e., Retreat & Faculty Learning Community).

6. What is the review process?

The TUC-LC Grant Selection Committee, consisting of CSUN faculty from each of the nine colleges, the Oviatt Library, and a representative from Faculty Development recommends projects for funding to the University Corporation's Executive Committee according to the established guidelines and available funds.

7. What are the evaluation criteria?

- a. Proposed problem/issue is connected to learning-centered teaching (i.e. LC teaching methods would contribute to the elimination or improvement of this issue).
- b. Possible methods and/or tools for evaluation/assessment are discussed.
- c. Problem/issue has broad & sustainable applicability. For example...
 - i. Solving this problem/issue will be widely applicable across disciplines.
 - ii. Solving this problem/issue will have a larger impact in the department, college, or university.
 - iii. Benefits will continue beyond the TUC-LC Grant funding period.
- d. Proposal meets the formatting requirements.

8. How are TUC-LC Grant winners funded?

All awarded faculty will receive a stipend (\$3,000) at the end of the 2021-2022 academic year once all requirements are met.

9. What is required if my project is funded?

TUC-LC Grant recipients will get to...

- a. Attend a one-day TUC-LC Grant Institute during the summer
 - i. Friday **August 13** 10:00am to 2:00pm (required)
- b. Participate in a Learning-Centered Teaching Faculty Learning Community (FLC) that meets:
 - i. Fall 2021-Spring 2022 -- **Mondays 2:00-4:00pm** (required) on:
 - Fall Dates: Sept 13, Oct 4, Oct 18, Nov 1, Nov 15, Dec 6
 - *Unfortunately, if your schedule conflicts with this FLC schedule you will need to forfeit your grant award and apply the following year.*
 - *Stipend is contingent on attendance and completing all final requirements and may be eliminated or prorated for partial work or lack of participation.*
- c. Present findings at a campus-wide CSUN Learning-Centered Teaching Showcase:
 - i. Will be held in late April of Spring 2022 (5 slides in 5 min, virtual presentations)
 - ii. Recorded presentations will be posted on the Faculty Development website
- d. Submit a final reflection/report
 - i. Due Friday, **June 18, 2022 by 4 pm**
 - ii. Projects must be implemented with assessment results during the 2021-22 academic year.
 - iii. Your presentation may already include all of the components needed for the final reflection/report. If that is the case, your presentation materials can serve as your final report. Reflection/reports should include...
 - Project title
 - Project objective(s)
 - Project description
 - Evidence of project implementation
 - Description of procedures used for measuring project objectives (include your evaluation tools)
 - Project results & what you learned about student learning from this project
 - What you plan to implement in the future as a result of this project

10. What is the timeline?

March 1, 2021	<u>One PDF</u> of application materials due to Faculty Development by 4 p.m. (facdev@csun.edu)
Early-April 2021	Awards announced
August 13th	TUC-LC Grant Retreat, 10:00am to 2:00pm
Fall 2021	Six Monday gatherings from 2:00-4:00pm (see dates above)
Spring 2022	Six Monday gatherings from 2:00-4:00pm (Dates TBD)
June 18, 2022	Final reflection/report due to Faculty Development (facdev@csun.edu)

Easy Application Requirements Checklist

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

1. Cover Page & Budget Request

Please complete both the Cover Page and Budget Request forms and include those as the first two pages of your application packet (followed by your proposal narrative and CV).

2. Proposal Narrative Guidelines & Requirements

Make sure your narrative:

- is double-spaced
 - is written in 12-point Times New Roman font
 - is no more than three pages in length; less is more!
 - responds to each section of the Narrative Requirements (below) by number, letter and subtitle
- NOTE: the Selection Committee will not read beyond page length in reviewing your proposal narrative.

All proposals must respond to each of the following sections:

- a. Describe the student learning problem or issue your project will address using a learning-centered approach and the course(s) you've selected to focus on. For a list of examples, refer to the call for proposals. Why is this an especially important issue to solve (e.g., unique course characteristics; high student failure rates) for the particular course(s) you selected for this project?
- b. What data or simple cues have you been using to determine there is a problem?
- c. Have you already tried to solve this issue? If so, describe the various strategies you have already tried to solve this problem. (not required)
- d. If you solved this problem, what might be happening instead, beyond higher student grades? For instance, what data could you imagine collecting or monitoring to determine if your teaching idea had a positive impact (e.g., attending class; ?
- e. Do you have any initial ideas you might want to try to solve this issue? (not required)
- f. Explain how the benefits of this award will be sustained and impactful at CSUN.

3. Additional Supporting Materials

Your curriculum vitae, not to exceed two pages. Include terminal degree, current rank and position within the University, a summary of your professional experience and **relevant teaching information**. Only include scholarship (e.g., presentations, publications) IF it is connected to your proposed project idea.

**We no longer require signatures of your Department Chair & Dean; however, if awarded the good news will be shared to both.

4. Application Deadline

One PDF file of the complete application must be received by Faculty Development (facdev@csun.edu) no later than **4:00pm on Monday March 1, 2021**. Late applications may not be considered for funding. Applications which are incomplete, or exceed the page limitations stated above may not be accepted. Please write "TUC Grant Application" as the subject line of your email.

Cover Page

The University Corporation Learning-Centered Instructional Projects 2021-2022
Proposal Due Date: Monday March 1, 2021, 4:00 p.m.

Project Director Name:

Rank (Assistant, Associate, Full, Lecturer):

Department & Mail Code:

Email:

Phone:

Course(s) you plan to focus on:

Project Title:

I have been awarded a TUC-LC Grant (formerly known as the Beck Grant) previously.

_____ No. _____ Yes. Please indicate the year of your previous award. _____

Are you receiving (or anticipate receiving) additional funding/support/resources connected to this project idea (e.g., eLearning Institute; College teaching FLC; other)?

_____ No. _____ Yes. Please elaborate & justify in proposal.

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

_____ I will attend the one-day TUC Learning-Centered Grant Retreat on Friday August 13th (10am-2pm).

_____ I will participate in a Faculty Learning Community that meets during the year on Mondays 2:00-4:00pm

_____ I will present my project ideas at a CSUN teaching showcase

_____ I will submit a final written reflection/report by June 18, 2022.

_____ I understand that failure to complete any of the above requirements will result in forfeiture of grant funds.

Project Director Signature: _____

Signature of the Department Chair & Dean are no longer required but we encourage you to seek consultation. However, if your proposal is awarded the good news will be shared with both.

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

Budget Request

Judge Julian Beck Learning-Centered Instructional Projects 2021-2022
Proposal Due Date: Monday March 1, 2021, 4:00 p.m.

1. **Faculty Stipend Requested \$**_____

The maximum allowed per faculty member is \$3000 (no re-assignment options).

2. **Fringe Benefit Percentage:** _____%

Please contact your College MAR via your Department Coordinator to determine your individual fringe benefit percentage rate for stipends. Typically, it is approximately %10. Each faculty member has a different % and this number will be used to determine your total award amount (i.e., stipend + fringe benefits).

3. **Total Award Amount Request \$**_____