



**Leadership in Teaching with Technology**



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## Duke Center for Instructional Technology

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## Course Design Grants for New Courses

In Spring 2006, CIT offered New Course Design Grants for the first time. The Grants provided funding that was intended to support faculty effort in designing new courses that focused on student learning goals, and planning of activities and assessments to show whether students met those goals.

The information below describes the 2006 program and application process. Check back in Spring 2007 to see what course design options are available.

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### Course Design Grant Information, Spring 2006

**Award:** \$5,000  
**Application deadline:** April 24, 2006  
**Grants announced:** May 10, 2006

The CIT is accepting proposals for up to five \$5,000 summer grants to fund design of new courses. Newly designed courses should include pedagogical or technological innovation(s) focused on student learning. In support of the Duke University and Trinity College of Arts & Sciences strategic planning efforts, CIT particularly encourages proposals in the following areas:

- Courses including a student research component
- Courses including a service learning and/or civic engagement component
- Courses including an international component
- Courses which are interdisciplinary in nature, particularly those focusing on one of the seven A&S themes: Arts in Context; Brain, Mind, and Behavior; Global Health and Human Welfare; Individual and Collective Ethical Behavior; Integration Across Scale in the Sciences; Transcultural Studies; and Visual Culture

**Resources provided by the grant:**

- \$5,000 deposited into a Duke research account (the money may not be used as a faculty salary supplement or stipend)
- One-on-one course design and instructional technology consulting from CIT Academic Technology Consultants for each instructor
- One-on-one assistance in evaluation and assessment planning from CIT evaluation experts
- Training and development opportunities on instructional technologies and teaching techniques related to the course design grant

**Requirements of the grant:**

- Faculty who receive a course design grant must create the following three components for their new course during the period of their course design, before the start of the course (CIT staff and online resources are available to assist with the generation of these components):
  - Explicitly stated student learning goals (outcomes/objectives).
  - A plan for how the objectives will be met via the course activities.
  - A plan for how the attainment of learning outcomes will be measured.
- Faculty will implement the two plans described above during the teaching of the

CIT is part of:



course.

- Faculty must meet with their CIT consultant at least twice during the design phase of the project, and once during the implementation (teaching) phase, and must complete a program evaluation survey to provide CIT with feedback on our grants program at the end of the grant.
- Outcomes of the grant project must be disseminated in several ways:
  - Within 3 months after the end of the course, faculty will create a report describing the design of the course, outlining the efficacy of that design in the classroom, describing the outcomes of the assessment plan and listing next steps for further course revision (if any) based on those outcomes (template for this report will be provided, and a version of the report will be published on CIT website).
  - Faculty will be invited to present at a CIT Showcase.
  - Faculty are also encouraged to discuss their project and its outcomes in their school and/or department, and to present about their project at relevant conferences.
- The designed course must be taught at least 2 times in the subsequent 3 academic years after the award of the grant\*.
- The new course must be first taught within 1 academic year of the award of the grant.

#### Restrictions:

- Grants are available to Duke full time faculty only.
- Grant recipients must affirm that their status at Duke makes them eligible to receive the grant award.
- Faculty who received a course design grant within the previous year are not eligible to apply.
- Faculty who have received other funding from Duke (from their department, from their school/college) to support the development of a class may not apply for CIT grants to support the same class.

#### How to apply:

- Email **brief application** (MS Word, 50KB) by 5 pm Monday April 24, 2006 to [cit@duke.edu](mailto:cit@duke.edu).
- FAX **signature page** (MS Word, 27KB) signed by Department Chair or Academic Dean, verifying support for the design project and verifying that the course will be offered at least twice in the following 3 academic years\*, by 5 pm Monday April 24, 2006 to 668-2578, c/o Amy Campbell.
- Signature page must also include signature from the relevant school IT support staff person, verifying that any technological components within the proposed course can/will be supported by the IT staff, if relevant (note: this signature must be provided even if applicant feels there is no relevant technology component in the proposal).

#### Review of applications:

- Applications will be reviewed by staff in the CIT with input from A&S administration and (where relevant) administration of other schools.
- Grants will be evaluated on:
  - the thoughtfulness and level of innovation (technological and/or pedagogical) of the teaching plans,
  - the anticipated potential of the course to encourage student engagement,
  - the anticipated impact of receipt of the grant award on the final course design,
  - the impact of the newly-designed course on the curriculum (courses impacting many students or those serving key populations or curricular areas will be more strongly considered than other courses), and
  - whether the other requirements of the grant and the application process are met.
- If additional information is necessary to evaluate the proposal, CIT staff will contact the applicant. In these cases, a rapid turn-around on providing the additional information will be requested. If information is not provided within the requested time frame, CIT may be unable to fully consider the application.
- Grants will be announced on May 10, 2006.
- Grant money will be transferred to recipients' accounts before the end of May 2006.

Questions about this grant? Email [cit@duke.edu](mailto:cit@duke.edu).



\*Exceptions may be made for this criterion in certain cases, such as when the course is being offered in a program which, by design, does not usually repeat courses.



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