Distance Education Grant 2022

Grant Overview

The Distance Education Grant is designed to support academic programs or a "coalition" of courses from across programs that wish to advance the access-oriented mission of our institution through distance education. UW-Green Bay's four campuses and its seven modalities uniquely position our academic programs to reach students from the northern suburbs of Milwaukee to Michigan's Upper Peninsula and beyond.

The purpose of the Distance Education Grant is to enhance the experiences of students and instructors across the many learning environments and physical locations of UW-Green Bay. Participants in the Distance Education grant will work with CATL and other groups on campus to consider their academic program or coalition of courses at the curricular-level and support faculty in course-specific planning.

Examples of academic programs and "coalitions" of courses include:

- Academic programs: Environmental Studies, Graduate Social Work Program, and Environmental Engineering are all academic programs that have worked with CATL in previous grant cycles.
- Coalitions of courses: General education coalitions, such as instructors of Writing Emphasis classes or Social Work general education instructors, have participated in the past. Interdisciplinary coalitions of faculty from across programs whose courses all count toward a specific certificate would be another example.

As our institution focuses on our access-oriented mission, we would especially welcome applications from academic programs or coalitions of courses that

- Seek to develop a pathway of offerings in one or more distance modalities, OR
- Intend to offer courses required for a major across our four campuses, OR
- Want to increase general education offerings at the locations through one or more synchronous distance modality, OR
- Plan to develop or revise the academic delivery of a degree program or series of courses to incorporate distance modalities.

If you are interested in applying for this grant, we strongly encourage you to contact Nichole LaGrow (lagrown@uwgb.edu) in the Center for the Advancement of Teaching and Learning with questions as they arise and to confirm that your ideas fit within the scope of this grant.

Grant Expectations

Requirements of Project Lead

Each project should have one or two faculty who step forward as the lead(s). The project lead is responsible for:

- Collecting all application material and submitting the grant application.
- Meeting with the CATL staff to craft a project charter.
- Attending all monthly meetings scheduled throughout the grant period.
- Completing a final report on the impact of the work of the grant on the academic program or coalition of courses.

Requirements of Participants

Faculty participants of the grant can anticipate devoting at least two hours of time a month during the Spring 2022 and Fall 2022 semesters and more intense scaffolded course development time during Summer 2022 (e.g., about 15-20 hours per month).

- Participants will meet monthly throughout the grant period. Meetings will be facilitated by CATL team members, the Assessment Coordinator, other offices on campus, or the grant's principal investigator.
- Participants will be asked to complete work asynchronously or independently between meetings.
- Participants will commit to completing the *Teaching with Technology Basecamp* distance education course (if it is needed) and either the *Asynchronous* or *Synchronous Trail Guides* distance education course over Summer 2022.
- Participants will complete an individual, reflective assessment at the end of their experience.

Goals for the Grant

The grant is funded by the Provost's Office with an intent to support student learning by leveraging distance education modalities and academic technologies. Grant applicants will be asked to align their application materials with one of the following goals:

1. Build capacity of instructors to design courses in different modes of instruction.
2. Enrich learning experiences through high-quality curricular and course design.
3. Develop an equitable learning experience across the modalities in the curriculum.
4. Increase access to general education and/or core program curricula throughout the region.

Who Can Apply?

The DE Grant is open to UW-Green Bay faculty and academic staff who regularly teach for the institution and are not planning sabbaticals for the Spring 2022 or Fall 2022 semesters.

While we are happy to support all faculty, that does not mean that all faculty who teach courses in an academic program or all faculty who teach a "coalition" of courses need to apply. A smaller subset of

faculty who wish to work on curriculum and distance education course design on behalf of their program may apply for the grant. Your grant application will need to identify a project lead and will need to include letters of commitment from each faculty member who will participate, but only the project lead will submit the application.

There will be an opportunity to work individually and independently on your course(s), but please remember this is a collaborative project that considers the curriculum as a whole. The grant application narrative should articulate how your project enhances distance learning pathways and the student experience across your program.

Previous Grant Recipients

We would ask that academic programs or coalitions of courses who have received the DE Grant or the Hybrid and Online Teaching Grant in the past three years not apply for the grant. If you are not sure if your program or coalition can apply, please contact Nichole LaGrow (lagrown@uwgb.edu) for more information.

DE Grant 2022 Application

The application asks you to craft a response to each of the prompts below. All application materials will be submitted via Qualtrics. As there are several parts to the grant application, it is recommended that you draft your responses to each of the following elements in a Word document and copy and paste your responses where appropriate in the Qualtrics survey. Nichole, Todd, or Nathan in CATL welcome the opportunity to discuss your grant application material with you as you craft your responses. Please feel free to reach out to one or all three of us as you and your colleagues work on the grant application.

Narrative Overview

The narrative overview should address the following questions:

1. Why is your program/coalition interested in participating in the grant?
2. How do envision distance education offerings changing as a result of your program/coalition participation in the grant?
3. How will this grant improve the student learning experience?
4. Which goal(s) of the grant do you see your project aligning with? Why?

Courses

Please identify the courses your project will focus on and

- If any of the courses carry a gateway, capstone, general education, writing intensive, or other designation.
- The student need(s) you intend to address with the redesign of these specific courses (equity, access, enhanced learning, etc.).

Curriculum and Assessment

Curriculum development and Assessment bookend the work we will do on our courses over the summer. Thus, it is important to consider

- How will participation in the grant enhance your curriculum and curricular offerings?
- How will participation in the grant enable your department or program to coordinate its efforts across campuses and learning environments?
- How will the overall student experience in your program improve through the work you will do as a part of this grant?

Personnel

Please list the faculty who will participate in the grant, the course each will focus on during the summer course design work, and the distance education modality they would prefer. For information on our modalities, please visit Learning Options.

Letters of Commitment

Each faculty participant will also provide a letter of commitment that indicates the course(s) they will design, the intended semester when the course will be launched in the distance education modality, and their interest in participating in the project. **These letters should be uploaded directly to Qualtrics with your application so all parts of the application itself remain together.**

Letters of Support

Letters of support are a required element of the grant application. Letters of support should be requested from

- All chairs for courses or programs of study included in the grant (if the chair is not participating in the grant),
- All deans for programs of study included in the grant (if they are not participating in the grant)

All letters of support from chair(s) and dean(s), on the other hand, should be sent to the Interim CATL Director, Kris Vespia by **January 24, 2022**.

Budget

The Provost's Office is providing funds to support the creation or significant redesign of program curricula and courses that are offered via distance education modalities. The allocated resources will be used to provide stipends for faculty/staff time or the cost of attendance at professional development opportunities external to UW-Green Bay offerings (e.g. attendance at a conference that focuses on teaching and learning in distance education modalities). Project budgets can be a maximum of $15,000 and should consider the following set stipend amounts:

Role	Stipend	Deliverables
Project Lead	$500 per lead	- Application - Charter - Curriculum Map/Pathway - Final Report
Faculty Participant	$1500 per faculty (project lead(s) can also work through the course design project and receive the $1500 stipend during summer 2022)	- Curriculum Map/Pathway - Course Design - Final Reflection

Please include a list of all faculty, their role(s) and the total stipend amount.

If professional development opportunities are included in your budget, please provide an estimate of costs with a link to supporting information for the professional development opportunity.

All application materials, including letters of commitment and support, are due by **January 24, 2022.**

Reminders:
Application, Budget, and Letters of Commitment from all instructors will all be submitted in Qualtrics. Letters of support from chair(s) and dean(s) will be submitted by email to vespiak@uwgb.edu.

How to apply

Submit the following in Qualtrics

Link to Qualtrics form
https://uwgreenbay.ca1.qualtrics.com/jfe/form/SV_eFl7j98vKSerUwK

- Narrative overview
- List of courses
- Curriculum and Assessment plan
- Personnel who will work on the grant
- Letters of commitment from instructors who will work on the grant project
- Budget

Submit the following to Kris Vespia

Email: vespiak@uwgb.edu

- Letters of support from relevant department chair(s) and dean(s)

For more information

Please check the CATL website: https://www.uwgb.edu/catl/grants-calls/distance-education-grant/