

Request for Proposals *2012-13 Faculty College*

Program Overview

Faculty College brings small faculty teams together over the course of the academic year to plan, study, and develop innovative curricular and pedagogical ideas. It provides these faculty teams with the space, time, and resources to work collaboratively on projects such as new team-taught courses, a major change to a department's curriculum, new cross-disciplinary teaching endeavors, or the development or incorporation of a new technology into the curriculum. The program also provides a larger cohort community by bringing multiple teams together four times to share experiences, learn about teaching resources and methods, and work on their projects. The goal of Faculty College is to provide an exciting space that continually rejuvenates and reaffirms the importance of undergraduate education at Stanford. Courses, methods, or programs developed here may be the seeds for larger grants from foundations or government funding agencies to further develop ideas explored in Faculty College. For a list of 2011-12 projects, see: <<http://www.stanford.edu/dept/undergrad/cgi-bin/drupal/facultycollege>>.

Faculty will attend Faculty College in teams of between two and five members, depending on the nature of the project. Thus, a group might consist of four members designing new curriculum for a department or two professors working on a new interdisciplinary course. The objective will be to keep the size of the teams as flexible as possible in order to serve effectively the needs of the specific project.

Faculty College will convene four times in plenary session, beginning with one full day meeting on Friday, June 8, 2012 to orient faculty to the program and to introduce teams to program resources and to one another. Each team will be expected on their own to hold at least one additional summer meeting and two to three meetings each quarter to work on their particular projects. In addition to the June meeting, there will be three more meetings—in October, January and April—that will bring all the teams together to meet collectively.

Eligibility

Departmental or interdisciplinary faculty teams may apply. Teams may include faculty from the professional schools, although the main focus of the project must be undergraduate education. Teams may also include instructors who are not members of the Academic Council, but must be composed primarily of tenure-line faculty. Any non-Academic Council members must have a regular on-going Stanford appointment. Payment will be subject to HR and Faculty Affairs approvals.

Projects may be at any stage of development, from courses or innovations that will be implemented in 2012-13 to longer-term projects that are projected for implementation a year or two later. They should, however, be planned as long-term ongoing reforms rather than one-time events, even if large-scale.

Resources and Support

- An honorarium for participation of \$8,500 for each team member. Team leaders will receive an additional \$1,000 honorarium. In lieu of honorarium, participants may elect to have equivalent payment made to the department for replacement teaching. The first half of the honorarium will be paid after the first plenary session; the second half after the successful completion of the program.
- A project budget of up to \$6,000 per team to facilitate activities during the term of the project, subject to VPUE budget approval. Eligible expenses include books and materials, workshops, retreats, guest speakers, conferences or site visits, and student activities. Some restrictions on food and travel expenses apply; administrative support for such activities is the responsibility of team members and their departments.
- Research assistant support up to 25% time for four quarters.
- The services of a consultant from the Center for Teaching and Learning

Participant Obligations

Faculty participating in Faculty College must sign a contract agreeing to attend all College meetings and at least monthly team meetings. In addition, the team leader agrees to convene team meetings, serve as team liaison with the VPUE office for requests made of the team, write a brief report on lessons learned at the end of the year, and submit team's final product.

Proposal Guidelines

To apply to participate in Faculty College, teams should submit a proposal including the following:

1. **Goals:** A description of the project and its potential impact on undergraduate education, including an explanation of how it is innovative and what important needs it addresses. Explain how the Faculty College structure and resources will enable the team to do something that would not otherwise be possible. Please include a preliminary analysis of the anticipated student and/or faculty audiences and their needs.
2. **Team Composition:** A list of team members with their affiliations, role on the team, and contact information; include identification of team leader.
3. **Project Timeline and Reporting Plan:** A timeline for work on the project during the Faculty College program, including anticipated benchmarks for the October and January plenary sessions, and a description of the final product the team anticipates submitting (along with a brief reflective report) in April. This product might be a detailed syllabus, innovative assignments, a new teaching tool, or anything else that is will be a helpful outcome for the project.
4. **Implementation Plan:** A description of plans to implement the project and sustain its innovations in future years.
5. **Department, Program, or School Support:** The endorsement and evaluation of the value of the proposed project from a department chair, program director, or dean (in the form of a brief letter or email attached to the proposal).

Deadline and Review Process

The deadline for proposals for the 2012-13 Faculty College program is February 15, 2012. Selection of teams will be made in the early spring. A faculty review committee will select among proposals. Selection criteria will include:

- the significance of the project and its likely sustainability
- the potential for curricular transformation or pedagogical innovation (including technological advances)
- VPUE curricular priorities. In 2012-13, these will include development of projects based on SUES recommendations.
- Priorities of school deans, department chairs, or program heads.

Proposals may be referred to other grants or funding sources where appropriate.

Proposals may be submitted via email to Sharon Palmer, Associate Vice Provost, at sharon.palmer@stanford.edu, phone 3-4504.