

Faculty Incubator for Innovative Teaching (FIIT) Grant
Spring 2019

Overview:

The Center for Teaching Excellence is partnering with the Academic Technology Committee (ATC) on a new grant program for full-time faculty that takes what the Technology Enhanced Learning (TEL) and ATC separately offered and builds into it strategic opportunities for **innovative** teaching and learning. Innovation means “*the introduction of something new, a change*” (Merriam Webster). In higher education, innovation provides opportunities to try new methods, integrate new devices, or explore new strategies. The Faculty Incubator for Innovative Teaching (FIIT) grant offers faculty a holistic development grant program that supports and promotes new teaching methods, strategies, or integration of new tools or resources to further engage students in an active learning environment.

The FIIT grant program includes a 3-day workshop that dedicates time, resources, and support to awarded faculty to design innovative projects, strategies, and assessments that are grounded in pedagogy and research. Faculty are provided three tracks to explore and but must select **one** of the three tracks for the grant project:

- **Track 1: Online and Hybrid Teaching**
 - Faculty who are interested in taking a course online or partially hybrid will partner with the Center for Teaching Excellence in designing a revised or new syllabus that includes engaging content, activities, and assessments that promote active learning in an online or hybrid space. Faculty who are interested in this redesign must have prior eFaculty Certification through the CTE before Fall 2019 and college-level approval to teach their course in an online/hybrid modality.

- **Track 2: Technology Integration**
 - Faculty who are interested in integrating a specific educational technology tool to enhance active learning in their course will partner with the Instructional Technology team from Information Technology Services to explore the appropriate tools (hardware, software, etc.) to integrate into the course that will show **measurable** pedagogically backed change in student engagement and achievement through the use of the new technology integrated.

- **Track 3: Open Education Resources (OER)**
 - Faculty who are interested in exploring Open Educational Resources will partner with the Library team to discuss the many facets of OER creation and adoption. OERs are teaching, learning, and research resources free of cost and access barriers that instructors can retain, reuse, revise, remix and redistribute. OERs are intended to make education more affordable by reducing or eliminating costly textbooks without compromising academic rigor or pedagogy. There is a five person cap on this track with priority being given to the first five to apply.

The FIIT comes full circle after faculty teach one (or two) semester(s) as faculty will design innovative teaching strategies or curriculum that will be **measurable** and provide data to show the effectiveness of the new ideas. An additional benefit to completing the FIIT program will be that faculty will have opportunities to take the data gathered through the FIIT program to possibly publish, pursue grants related to innovative teaching opportunities, and present findings at professional development opportunities external to the university as well.

Goal:

The goal of the FIIT is to promote active learning in the classroom through innovative teaching practices that allow for engaged learning that promotes student achievement. By experimenting with online and hybrid learning, technology integration for innovative pedagogically grounded teaching practices, or creating/replacing traditional text with open educational resources (OER), faculty will have the opportunity to continue the development of their teaching practice in innovative (new-to-you) strategies that will enhance active learning and engagement.

The FIIT will address the following questions:

- What is active learning and how does one apply it?
- What does true innovation look like in teaching and learning?
- How are innovative teaching strategies and active learning taking place in classrooms at LMU?
- How do we know that these new instructional strategies are effective?

The *how* will be addressed by:

- Providing faculty support and designated time for planning, organizing new methods, research design and implementation
- Providing faculty grant funds to account for time and new tools/materials
- Checkpoints and organized accountability schedule for gathering data/results.

For our pilot program in Spring 2019, we will be awarding a total of 18 grants to full-time faculty at LMU. The Faculty Incubator for Innovative Teaching grant proposals must address one of the following:

1. Research questions related to active learning and online or hybrid learning/technology.
2. Research questions that focus on innovative teaching strategies in content specific areas.
3. Research questions related to incorporating open educational resources to course and curriculum design.

Checklist and Guidelines

Faculty Incubator for Innovative Teaching Grants are awarded to continuing tenured and tenure-track faculty whose research:

1. Specifically addresses the integration of active learning teaching strategies using technology or online/hybrid learning, or
2. Focuses on innovative teaching strategies in content specific areas, or
3. Focuses on incorporating open educational resources to course and curriculum design.

Please follow the grant application procedures in this document, paying careful attention to key dates. To submit your application, please email the Center for Teaching Excellence (teachers@lmu.edu) with your completed application.

All application materials (including one recommendation letter) must be submitted via email by **5:00 PM** on the submission **February 15, 2019**.

Proposals must include the following items:

| APPLICATION CHECKLIST: | |
|--|--|
| 1. Faculty Incubator for Innovative Teaching Grant Application | |
| 2. Project Narrative - (3 pages, single-spaced) | |
| 3. Curriculum Vitae - (3 pages maximum) | |
| 4. Signed Grant Condition Form | |
| 5. Chair/Dean Recommendation Letter | |

Please include all 5 documents in your email submission on February 15, 2019. If you are missing any of the 5 documents above, you will be asked to resubmit your application package.

If you have any questions, please contact the Center for Teaching Excellence at teachers@lmu.edu or x85866.

ELIGIBILITY:

- Faculty Incubator for Innovative Teaching Grants are awarded only to continuing full-time, tenured or tenure-track faculty.
- Signed faculty contract with the University for the following academic year.
- Faculty are eligible for funding every other year.

FUNDING:

- The award is \$1,000. Half of the grant (\$500) will be awarded through payroll in May 2019. The remaining half (\$500) will be awarded in February 2020, upon receipt and approval of a satisfactory final report. If you would like to receive the award within a personal 12-account for supplies, travel, etc., please contact Kat Weaver (kathleen.weaver@lmu.edu) to discuss.
 - Faculty can also apply for an **additional \$1,000** for technology, supplies, OER, and other allowable expenses pending approval by the Academic Technology Committee (ATC). Please email Jessica Lee (jessica.lee@lmu.edu) or Robbie Nakatsu (robbie.nakatsu@lmu.edu) with questions.
- Accept award via e-mail (teachers@lmu.edu) by April 15, 2019 at 5 PM.
- Faculty may only accept **one** LMU internal grant each year.

Award recipients will be required to deliver:

- Summer 2019: Action plan including course redesign and syllabi
- Fall 2019: Data from assessments measuring perception, effectiveness, achievement
- Spring 2020: Culminating report on data analysis
- Spring 2020: Deliver a presentation on findings at the Center for Teaching Excellence

If you have any questions about these application procedures, contact the Center for Teaching Excellence (310.338.5866) or teachers@lmu.edu.

Faculty Incubator for Innovative Teaching Timetable

| | |
|-----------------------------|--|
| February 15, 2019 | Submission Deadline: All application materials (5 documents - including one recommendation letter) must be emailed to teachers@lmu.edu by 5:00 PM. |
| April 1, 2019 | Faculty Incubator for Innovative Teaching Grant awards announced. |
| April 15, 2019 | Accept award via e-mail (teachers@lmu.edu) by 5:00 PM. |
| May 13, 2019 | Day 1 of FIIT Summer Workshop (Pedagogy) |
| May 14, 2019 | Day 2 of FIIT Summer Workshop (Innovation Path) |
| May 15, 2019 | Day 3 of FIIT Summer Workshop (Research Design) |
| Last day of workshop | Initial payment of 50% of the grant amount is funded through payroll. |
| June 3, 2019 | FIIT Action Plan Submission Deadline: All action plans must be emailed to teachers@lmu.edu by 5:00 PM. |
| September 23, 2019 | FIIT Check-In #1 |
| October 28, 2019 | FIIT Check-In #2 |
| November 18, 2019 | FIIT Check-In #3 |
| December 20, 2019 | FIIT Data Submission Deadline: All data collected must be emailed to teachers@lmu.edu by 5:00 PM. |
| January 31, 2020 | FIIT Final Report Submission Deadline: All FIIT final reports must be emailed to teachers@lmu.edu by 5:00 PM. |
| February 21, 2020 | Remaining payment of 50% of the grant amount is funded through payroll. |
| Jan. - Apr. 2020 | Faculty presentations of FIIT projects at the Center for Teaching Excellence. |

Faculty Incubator for Innovative Teaching (FIIT) Grant Application
Spring 2019
{For Continuing Tenured and Tenure-Track Faculty}

I. APPLICANT INFORMATION

Name: _____

Title: _____

College/School: _____ Dept: _____

Campus Building: _____ Suite/Room #: _____

E-mail: _____ Office Phone: _____

II. CURRICULUM VITAE INFORMATION (3 PAGES)

Attach a curriculum vitae that includes a list of pertinent publications, performances, exhibits, or films.

III. LETTERS OF RECOMMENDATION (1 REQUIRED)

Applicant **must** request a recommendation letter from his/her department Chair or Dean, addressing the relevance of the project to the stated goals of the grant. Please include recommendation letter when submitted application.

IV. PROJECT NARRATIVE

Provide a title and a project description with the headings listed below.

- Project narrative should not exceed three single-spaced pages.
- An additional bibliography page listing references/citations pertinent to the project may be added as a fourth page.

1. **PROJECT DESCRIPTION:** Briefly describe your idea for an innovative teaching project using one of the three listed tracks above (Online/hybrid teaching, technology integration, or OER). State your research question(s) and goal(s) defining any terms specific to your discipline. Clearly state how the questions are related to active and/or engaged learning.

2. **BACKGROUND:** include an annotated literature review, or the equivalent in your discipline, that places your proposed research project in the context of other scholars or artists who have examined innovative and/or active learning.

3. **METHOD:** Describe your methodology, i.e., your approach to the project. Since methodologies differ widely across and within the disciplines, describe your methodology clearly and thoroughly. Also, address the theoretical framework for the project.

4. **TIMELINE OF PROJECT:** Describe your work plan including a project start date and projected timeline. State specifically what will be the tangible outcome at the end of the grant period.

5. **PLAN FOR DISSEMINATION:** Describe precisely your plans for the dissemination of your research or exhibition of your creative work, citing specific scholarly conferences, names of journals, galleries, performance venues, internal venues, etc.

6. **SIGNIFICANCE OF YOUR WORK:** State the expected contribution of the project to your field of inquiry. How will it add significantly to the existing body of knowledge and lead to a better understanding of what active learning looks like in your field.

7. **BUDGET DETAIL & NARRATIVE:** If applying for an additional (up to) \$1,000 in supplemental expenses.

LMU INTERNAL GRANT CONDITIONS

Please read the following items carefully. Sign this form to signify your consent of the grant conditions and include it with your 2019 LMU Internal Grant Application.

| Initials | Grant Condition |
|----------|--|
| | I understand that I may accept only one 2019 LMU Internal Grant. |
| | I understand that the funding of a 2019 LMU Internal Grant requires that I sign and return a valid contract for full-time teaching at LMU for the 2019-2020 academic year. |
| | If my research involves Human Subjects, I agree to submit an IRB protocol to LMU’s Institutional Review Board, which requires approval on or before the start date of my project. |
| | If my project uses animal subjects, I agree to submit a protocol for the Institutional Animal Care and Use Committee (IACUC), which requires approval on or before the start date of my project. |

For IRB applications and additional information on “Human Subjects and Animal Health & Welfare” please visit the Office of Research and Sponsored Projects website at: <http://academics.lmu.edu/orsp/> and follow the appropriate links.

I have read and agreed to all of the above LMU Internal Grant Conditions.

Signature

Date

Please include these pages (7-9) with your completed application. This can be in the form of an attachment or in your combined application document. For questions, please contact us at the Center for Teaching Excellence at teachers@lmu.edu or 310.338.5866.