

Request for Proposals 2022-2023 RCHSS Teaching Enhancement Program

The Radow College of Humanities and Social Sciences (RCHSS) is pleased to announce a request for proposals for the 2022-2023 Teaching Enhancement Program (TEP). The TEP, formerly known as the Student Success Teaching Incentive Grant, is a competitive process through which faculty can submit a proposal for funds to enhance their teaching by offering students supplemental opportunities.

Purpose

Funds awarded through this program can be used for initiatives aimed at enhancing student success in and outside the classroom, including but not limited to:

- Class field trips, excursions, or engagement opportunities
- Books or supplies for project-based learning
- Support for traveling exhibits
- Technology used for experiential learning
- Honoraria and/or travel expenses for guest lecturer presentations for classes

NOTE

- Funds may not be used for faculty or teaching assistant stipends or course releases
- As these funds are state dollars, all expenses are subject to state rules and regulations

Funding Amount

RCHSS will award up to \$20,000 for use in either the Fall 2022 or Spring 2023 semester. Faculty may submit a proposal for either:

- An individual award of
 - Up to \$2,500 for one class
 - Up to \$5,000 for a project that includes two or more sections of the same class taught in the same semester
- As a member of a joint award of up to \$5,000

NOTE: Faculty submitting a proposal for a joint award must submit ONE joint proposal as a project team

Deadline

The proposal process will be competitive. The proposal should be formatted into one single pdf file. This file should be uploaded here: [Upload Proposal Here](#)

Deadline for proposal submissions is **March 14, 2022, 11:59 p.m.**

Eligibility

- All permanent, full-time (tenure-track and lecturers) RCHSS faculty teaching at least one regular, 3-4 credit hour course in Fall 2022 and/or Spring 2023 may submit a proposal.
- Two or more faculty working collaboratively may submit a joint proposal
- Confirmation from the School Director/Department Chair is required (indicated by signed form)

NOTE: Faculty with a joint appointment only need confirmation from the Director/Chair of the School/Department offering the class for which the faculty will use the funds. If the course is cross-listed between two departments, please confirm with both departments.

Those Not Eligible Include

- Limited-term faculty
- Part-time faculty
- Faculty members who have course releases or reassignments for all teaching units of their workload during the relevant terms
- Visiting faculty

Assistance

A presentation from the 2021-2022 TEP funding recipients, along with a Q&A session, will be held on Tuesday, February 1, 2022, at 12:30 in Room 5074 of the Social Sciences building on the Kennesaw campus. The purpose of the session is to allow interested faculty to learn about activities past funding recipients undertook as well as to ask questions about the proposal and/or review process. Other questions may be directed to Ruth Goldfine at rgoldfin@kennesaw.edu.

Reporting

Since the goal of the program is to enhance teaching and learning, preference will be given to proposals that include clear plans for assessing the impact of the proposed initiative and disseminating that information to colleagues in RCHSS and the profession. Awardees may be asked to share their work in a public forum during the 2022-2023 RCHSS Faculty Development Series.

Joint Proposals

Joint proposals may involve any number of faculty members, from any college, on the project team. However, only RCHSS faculty are eligible to receive TEP funding, and the funding can only be spent on students enrolled in an RCHSS class. Please note that while collaborative proposals are encouraged, the value of the joint proposal is limited to \$5,000 regardless of the number of faculty involved.

Awarding Process

- Announcement of the award recipients will be made on or before April 15, 2022
- Funds for the awards will be available on July 1, 2022, and they must be spent by April 30, 2023

NOTE: If a class for which a faculty member receives an award does not run for any reason, the award will be forfeited – it may not be transferred to another class

Proposal Evaluation Criteria

- **Course Implementation and Innovation:** The project demonstrates and/or increases the potential for enhancing student engagement, promoting active learning, and improving students' ability to meet learning outcomes
- **Teaching Innovation:** The project is innovative for the individual, the department, the college, or the field
- **Scholarly Foundation:** The project demonstrates an awareness of recent SoTL scholarship and incorporates those concepts in the project design

- **Plan for Evaluation and Dissemination:** The project outlines a plan for assessing and documenting the impact of the project on student learning
- **Budget:** The project clearly outlines how the funds will be used

Construction of Proposal

- 1) Cover sheet (one page; double-spaced; Times New Roman; 12pt.)
 - Name(s)
 - Academic rank/administrative faculty title(s)
 - Also indicate the anticipated rank for 2022-2023 if different
 - Academic/administrative departments(s)
 - Phone number and e-mail
 - Prefix, number, and complete name of Fall 2022 or Spring 2023 course(s) used for the initiative (course assignment must be confirmed prior to proposal submission)
 - Short descriptive project title
 - Abstract of 100 words or less that summarizes the project
- 2) Narrative of up to three pages maximum (double-spaced; Times New Roman; 12 pt.; 1-inch margins) addressing:
 - a) **Course Implementation and Innovation:** What is the ultimate purpose of the project, and how does it enhance the teaching and learning that will occur in your course?
 - b) **Pedagogical Foundation:** What pedagogical methods or SoTL are you relying upon to develop and implement your initiative?
 - c) **Course Evaluation:** What are the outcomes and/or impact of the project for Kennesaw State students? How will you assess the impact of the teaching initiative on student success?
 - d) **Dissemination:** What is your plan for disseminating the results of your project to your home department and the college?
- 3) Budget (maximum one page; double-spaced; Times New Roman; 12pt.) Explain the purpose of all items required to complete the proposed initiative. If project costs exceed the award limits (\$2,500/\$5,000 for individual; \$5,000 for joint), please document your other sources of funding.
- 4) Director/Chair's Confirmation Form

Criteria for Review

The proposals will be reviewed by the RCHSS Support Funding Committee, which is comprised of one elected representative from each school/department in RCHSS. Each proposal is evaluated on the following criteria:

- Course Implementation and Innovation (#2A): up to 30 points
- Pedagogical Foundation (#2B): up to 25 points
- Connection to Project-Based Learning Design: up to 10 points
- Course Evaluation (#2c): up to 15 points
- Dissemination (#2D): up to 10 points
- Budget (#3): 10 points

Rating Scale

Reviewers will score each criterion using the following scale, adjusted for total section value:

- 5 The argument to justify support is compelling; RCHSS's support would be an excellent investment.
- 4 The argument is strong; the explanation to justify support is better than satisfactory but not an exceptional case.
- 3 The argument is weak; the explanation to justify support is understandable but neither strong nor weak.
- 2 The argument is weak; the explanation to justify support is unsatisfactory.
- 1 The argument to justify support has not been made; RCHSS's support would be an uncertain investment.
- 0 The faculty member did not address this section.