

**CALL FOR PROPOSALS**  
**VILLANOVA INSTITUTE FOR TEACHING AND LEARNING (VITAL)**  
**SPECIAL GRANT CATEGORY FOR 2016: INTERDISCIPLINARY LEARNING AND TEACHING**  
**SUBMISSION DEADLINE – MARCH 31, 2016 BY 5:00 P.M.**

**PURPOSE OF GRANT PROGRAM**

*In today's complex world, it is critical that students gain the knowledge and skills necessary to explain, analyze, and evaluate the interrelationships between and among disciplines, and use this interdisciplinary lens to support the common good. **In line with this goal, and with support from the Office of the President, VITAL is pleased to announce the continuation of a special grant category focused on interdisciplinary learning and teaching, based on modifications the President's Interdisciplinary Grants Program.** The purpose of this program is to support full-time Villanova faculty members to develop and implement interdisciplinary learning in courses, and/or curricula for undergraduate and/or graduate students at Villanova. The program aims to promote the sustainability of interdisciplinary courses for both online and/or on-campus delivery.*

**DELINEATION OF "INTERDISCIPLINARY"**

Proposals will be accepted that represent collaborative efforts from two or more disciplines from within and/or across the following colleges: the College of Liberal Arts and Sciences, the College of Engineering, the College of Nursing, the College of Professional Studies, the School of Business, and/or the School of Law. Interdisciplinary courses may be taught by a single faculty member or they may incorporate team-teaching.

**POTENTIAL PROJECTS**

The main goal of the grant program is to support the **development and implementation of interdisciplinary learning in courses, and/or curricula for both online and/or on-campus delivery**. Evidence of sustainability of proposed projects is a central condition for potential funding. We encourage you to leverage the interdisciplinary expertise and resources on campus. For example, [Center for Peace and Justice Education](#), [Center for Global and Public Health](#), [Center for Law and Religion](#), [Villanova Center for Energy and Environmental Education](#).

Projects could include:

- Enrich an *existing course curriculum* with interdisciplinary topics, examples, readings, case studies that highlight the interdisciplinary application of the course content. **Please note.** Guest lectures will not be considered for funding.
- Revise an *existing interdisciplinary course via technology* – for example, integrate CAVE technology, use communication technology to incorporate national / international expertise into the course.
- Enrich an existing course by teaching students interdisciplinary collaboration skills and develop students' self-assessment abilities.
- Enrich an existing course by teaching students to work successfully in interdisciplinary teams and reflect on their experiences for personal growth and development.
- Enrich an existing course by designing an interdisciplinary research project for students.
- Develop an *existing course into an interdisciplinary course*.
- Create a new course with a substantial interdisciplinary component (a **substantial** component refers to half or more of the course) or a new interdisciplinary course.

## ELIGIBILITY

Full-time tenured and tenure-track faculty are eligible. First-year tenure-track faculty members are encouraged to co-apply with a more senior colleague(s).

Full-time non-tenure-track faculty members who have been at Villanova for at least four years are eligible. Full-time non-tenure-track faculty with fewer than four years of service at Villanova may be co-applicants, provided that there is a primary applicant with full eligibility. As indicated in the Administrative Policies section, individuals are **not eligible** for interdisciplinary grants in two consecutive years.

## FUNDING

The special grant program offers grants of up to **\$8,000** per individual (maximum summer stipend **\$5,500** per individual) or an equivalent amount for teams of faculty. Total funding requested in non-stipend budget categories cannot exceed \$2,500 for the project. Please refer to "Application Process" for details. In addition, **requests for summer stipend** need to demonstrate how the project represents efforts **above and beyond** typical instruction-related activities expected of a faculty member.

In your funding request, please ensure that the funding requested is **appropriate** given the nature and scope of the project. Indicate why each requested budget item is **essential** to the project. Not all grants are funded for the amount requested.

## USE OF GRANT FUNDS

Grant funds may be used for project-related travel expenses of faculty applicant(s); instructional material development and production; graduate or undergraduate student support (research and/or technical); faculty summer stipend(s); and honoraria (for individuals with 12-month appointments).

## INQUIRIES / SUPPORT / FEEDBACK

*To support submission of strong projects, interested faculty members are highly encouraged to contact Dr. Gabriele Bauer, Director, VITAL, Ext. 9-5627 or e-mail [gabriele.bauer@villanova.edu](mailto:gabriele.bauer@villanova.edu) with proposal ideas **before** submitting a full proposal.* Please refer to the listing of potential projects and review the grant application process. Please do **not** send grant inquiries to VITAL's e-mail account.

## APPLICATION PROCESS

Applicants for the Special Grants category should submit the completed proposal **with appropriate signatures and letters of support as a single PDF file** via e-mail to the VITAL office at [vitalinfo@villanova.edu](mailto:vitalinfo@villanova.edu). Please note "Special Grant" Interdisciplinary Learning and Teaching for 2016" in the subject line. You will receive confirmation of receipt of your proposal.

Application deadline: **Thursday, MARCH 31, 2016, by 5:00 P.M.** Applications received after this time will not be considered for funding. Announcement of Award: Mid-May 2016.

## PROPOSAL GUIDELINES

The proposal must include all four sections outlined below: Cover Page, Department Chair(s)' Letter of Support, Narrative, and Budget Request. An applicant should prepare a **concise three (3) page maximum proposal (double-spaced pages in 12 pt. font)** along with the Cover Page, Letters of Support, and Budget Request.

## PROPOSAL GUIDELINES cont.

Please submit the proposal according to the **order of items** outlined below:

### 1. COVER PAGE *(template provided at the end of the Call for Proposals)*

The cover page is the first page of the proposal application and should **include a concise description** of the project containing how the interdisciplinary focus will benefit students' learning, limited to **75 words**. In addition, the cover page needs to include signature(s) of each faculty applicant(s) **and** signature(s) of each Dean from the respective College(s). The Deans' signatures indicate their support of the proposal and acknowledge its submission to VITAL for consideration of funding.

### 2. LETTERS OF SUPPORT *(not included in 4-page count)*

Following the cover page must be **separate letters of support for your proposal signed by your department chair (and in some cases, program director)**. *Letters of support for new course proposals must confirm the strong probability that the proposed interdisciplinary course will continue in the future and will be offered regularly.* When applications involve more than one department, the supporting letters of each department chair are needed. Applicants are advised to seek these letters of support well before the application deadline.

### 3. NARRATIVE

Please limit to **three (3) numbered double-spaced pages in 12 pt. font**, place following the letters of support. The narrative should include the following:

#### 3.1. Description of Interdisciplinary Course Project

What disciplines will be involved in the project? What are the areas of expertise that each co-applicant will contribute to the project? How will the interdisciplinary project enrich students' learning? How will the learning experience be interdisciplinary, that is, grounded in an **integrated disciplinary relationship not** in an isolated disciplinary perspective?

#### 3.2. Alignment with Educational Goals of Department and/or College

Address how the proposed interdisciplinary course aligns with departmental and/or College educational goals.

#### 3.3. Rationale

- Explain why and how this project is important to your students' learning. **Please and give specific examples when addressing this item.** Support your proposal by incorporating and referencing the research-supported literature on learning, teaching, and assessment.
- Articulate what students will gain from the **interdisciplinary course design, course revision, or curriculum innovation**.
  - For *curriculum innovations in an existing course*, please describe how the project fits into the current curriculum and enriches it.
  - For *course revisions*, please describe the specific changes that will be made to significantly increase students' opportunities for interdisciplinary learning.
  - For *new courses*, please describe how the project fits into the existing program curriculum and enriches it.

#### 3.4. Learning Goals, Evaluation of Student Learning, and Instructional Activities

State specifically what the project is intended to accomplish. This section should entail an outline of desired learning goals, assessments aligned with these learning goals, and instructional activities in support of the learning goals.

- What content knowledge, skills and/or values will students be expected to be able to demonstrate as a result of their participation in this project?

## PROPOSAL GUIDELINES cont.

### 3.4. Learning Goals, Evaluation of Student Learning, and Instructional Activities cont.

- What teaching strategies might be most conducive to the achievement of the learning goals? Incorporate innovative pedagogies, collaborations appropriate to the interdisciplinary focus of the course.
- How will you know to what extent students achieved the intended learning goals? What evidence and analyses do you expect to provide? What assessments are most appropriate given the intended learning goals? How well do the proposed assessments align with the learning goals?

#### **\*\* New Interdisciplinary Course Development – Discuss Disciplinary and Instructional Integration**

Because each discipline has its own assumptions, research methods, and perspectives, it is important that faculty members developing interdisciplinary courses explore and discuss these factors in both their own discipline and the other discipline(s) involved while developing and **before** implementing the course. Otherwise there is a risk of leaving to the learners the task of working out the interrelationships among the disciplines.

While this may be desirable at the advanced level, research on cognitive development of undergraduates suggests that analysis and synthesis are skills that faculty must help students acquire, **along with** knowledge of content. In addition, coordination of teaching styles, grading strategies, assignment preferences of the individual faculty members teaching an interdisciplinary course must be resolved. In their proposal, grant applicants need to outline a process for how these pedagogical integration issues will be addressed.

### 3.5. Time Schedule

Describe the stages of the project and its expected beginning and ending dates, including identification of the semester during which the learning experience or course is expected to be **first** offered. *Requests for summer stipends **must** include an approximation of the number of hours per week that will be spent on the project, along with a description of the specific project-related activities that will be conducted during that time.*

## 4. BUDGET PAGE (template provided at the end of the Call for Proposals)

Please provide a complete listing of all resources and financial support needed given the scope of the project, along with a **rationale** for the budget items requested.

**4.1.** If applying for a summer stipend (faculty with 9-month appointments) or honorarium (individuals with 12-month appointments), **\$5,500** is the maximum amount that can be requested per individual in the stipend or honorarium category. For this maximum amount, the time committed to the project is expected to be the equivalent of that involved in developing a new course. Total funding requested in the other budget categories cannot exceed **\$2,500** for the project.

**4.2.** Only budget items **essential** to the project should be included in the budget request.

## CRITERIA FOR JUDGING THE MERITS OF EACH PROPOSAL

The proposal . . .

1. includes all information requested.
2. presents a clear description of the project.
3. provides a clear rationale, i.e., indicates specifically how students' learning is expected to be qualitatively different in the proposed interdisciplinary course.

## CRITERIA FOR JUDGING THE MERITS OF EACH PROPOSAL cont.

The proposal . . . .

4. **\*\* applies to new course development \*\*** - includes a comprehensive plan for how the faculty members involved will address disciplinary and instructional integration issues as they develop and teach the course.
5. outlines well-defined objectives for students' learning in the interdisciplinary context.
6. delineates assessments of students' learning that are aligned with the desired learning objectives.
7. outlines instructional activities in support of learning objectives.
8. specifies procedures for project implementation and outlines a proposed time schedule.
9. demonstrates the strong probability that the proposed interdisciplinary course will continue beyond the initial offering and plans for continuing expenses, as appropriate.
10. The funding requested is appropriate to the scope of the project and includes a budget rationale.

## METHOD OF SELECTION

A faculty committee, chaired by Dr. Gabriele Bauer, Director of VITAL, will review the proposals and make final funding decisions. The committee, consisting of a faculty member from each College, will be appointed by the Provost in consultation with the Council of the Deans. Awards will be announced mid-May 2016, and funding will begin in June 2016.

## ADMINISTRATIVE POLICIES OF THE PROGRAM

The following guidelines provide additional important information about the Special Interdisciplinary Grant:

1. Grants will be proposed and awarded during the 2016 spring semester for the 2016 summer and for the 2016-2017 academic year.
2. Faculty members who receive other Villanova-sponsored grants and fellowships in the same calendar year are not eligible to receive these grants. Grants will not be awarded to the same faculty member(s) in two consecutive years. Faculty members who apply for subsequent grants must have fulfilled the conditions of their previous interdisciplinary grant(s) and must have demonstrated the success of those projects.
3. Applicants to the Undergraduate Research Program, other ORGP-sponsored grant programs, or outside funding sources should so indicate. *Applicants may receive summer stipends from only one funding source.*
4. Awards are made contingent upon the agreement of each recipient to fulfill the specific conditions noted in the award letter and to submit a final written report and evaluation of the project within 30 days of the project's completion, in addition to any interim reports indicated in the award letter.
5. Courses affected by the project must be offered during the 2016-2017 academic year, except in unusual cases.
6. Project funds may not be used to purchase equipment, materials, or services already available on campus or that are expected to be provided by departments.
7. All expenditures related to the project must be handled according to University policies and procedures.

Templates for **Cover Page** and **Budget Page** follow.

## COVER PAGE

**Application for 2016 Special Interdisciplinary Grant  
Villanova Institute for Teaching and Learning (VITAL)**

- I. Title of Project** \_\_\_\_\_
- II. Brief Description of Project** including how the interdisciplinary focus will benefit students' learning  
(limited to 75 words):

**III. Faculty Member(s) Submitting Proposal:**

Name _____	Department _____
Name _____	Department _____
Name _____	Department _____

**IV. Schedule for Development and/or Implementation of Project:**

Anticipated starting date: \_\_\_\_\_ Anticipated ending date: \_\_\_\_\_

**V. Course(s) Associated with Project:**

Course Number _____	Title _____
Course Number _____	Title _____

**VI. Faculty Members' Signatures:**

Faculty Member(s) Submitting Proposal

_____	Date _____
_____	Date _____
_____	Date _____
_____	Date _____

**VII. Deans' Signatures** \*\* indicating their support of the proposal and acknowledging its submission to VITAL for consideration of funding.

_____	Date _____
_____	Date _____

**Letters of Support from the Department Chair(s) should be submitted on separate pages that follow this cover page.**

**\*\* Deans' Signatures:** College of Liberal Arts and Sciences: Dean Adele Lindenmeyr, Ph.D.  
 College of Engineering: Associate Dean, Randy Weinstein, Ph.D.  
 College of Nursing: Dean Louise Fitzpatrick, Ed.D., RN, FAAN  
 Villanova School of Business: Interim Vice Dean, Wen Mao, Ph.D.  
 College of Professional Studies: Dean Deborah Tyksinski, Ph.D.

## BUDGET PAGE

## 2016 SPECIAL INTERDISCIPLINARY GRANT PROPOSAL

Please list all budget items under the appropriate category; provide the estimated cost **and rationale** for all budget items. Requested budget items need to be **essential** to the project.

<u>Budget Categories and Rationale</u>	<u>Funding Requested</u>
Instructional Material Purchase	
Instructional Material Production	
Student Labor - undergraduate and/or graduate student ( <i>number of hours x hourly rate</i> )	
Summer Stipend – faculty with 9-month appointments ( <i>\$5,500 maximum per individual</i> ) State approximate <b>number of hours/week</b> spent on project	
Honoraria - individuals with 12-month appointments ( <i>\$5,500 maximum per individual</i> ) State approximate <b>number of hours/week</b> spent on project	
Travel of Faculty Applicant(s) - indicate <b>relevance</b> of travel to project	
Supplies/Other Materials	
Equipment	
Other ( <i>please explain</i> )	
<b>TOTAL FUNDING REQUESTED:</b>	