

February 10, 2014

**Re: Call for Proposals for Innovative Use of Information Technology in Teaching with budgets of up to \$40,000 each.**

The Academic Senate Committee on Library, Scholarly Communication and Information Technology, in cooperation with EVC's Student Technology Fee advisory committee, is pleased to announce the 2013-2014 Innovative Use of Information Technology (IUIT) in Teaching Call for Proposals. IUIT proposals address planned research and experimentation to develop and evaluate novel ideas that integrate technology with course curriculum and pedagogy. This program is made feasible by the new student technology fee that is paid by all undergraduate and graduate students at UCR.

**Program Goal:** To solicit and support creative and effective ideas for improving instruction through innovative use of information technologies.

**Funding Levels:** Individual proposals of **up to \$40,000** each will be funded until the end of the 2014-2015 fiscal year, with a total funding budget of \$200,000. Longer terms are allowable if necessary. For example, assessing the impact of a funded project on a course that is only taught once per year may require additional time. Proposals with larger budgets are also welcome. Such larger proposals will be considered by the Academic Senate for possible endorsement to the EVC's Student Technology Fee advisory committee, which has the authority to support larger projects.

**Eligibility:** Proposals from faculty, departments, graduate programs, or other campus units that provide instruction are welcome.

**Deadline:** All proposals must be emailed to Alastair Kay ([alastair.kay@ucr.edu](mailto:alastair.kay@ucr.edu)) by **5pm on Monday, March 31, 2014.**

**Proposal areas:** Proposals in any area related to the use of information technology in teaching undergraduates or graduate students are welcome. Possible areas include, but are not limited to:

- Blended and online learning
- Digital laboratories/studios and equipment
- Paperless homework and grading

**Use of funds:** There are no specific restrictions on the use of funds, as long as they are justified by the proposed work. They may be used, for example, to purchase hardware, to obtain software licenses, or to provide stipends for undergraduate or graduate student researchers who are developing new pedagogical systems or materials. In the case of software, applicants are encouraged to partner with Computers and

Communications' new campus-wide Software as a Service program that allows all UCR users to "check out" software licenses from anywhere as needed. Limited summer salary support for faculty is also allowed, but it should be well-justified in terms of the proposal, should support activities that are clearly distinct from normal 9-month instructional duties, and should comprise only a small fraction of the overall budget.

**Proposal evaluation criteria:** The Proposal Review Committee will evaluate proposals using the following criteria:

- 1) Statement of the problem to be addressed by the project.
- 2) Relationship of the project to the stated strategic goals of the submitting department, academic program, college, or research center, and the potential for impacting broad numbers of students.
- 3) Previous research bearing on the project.
- 4) How the equipment will be used to improve instruction.
- 5) Method for evaluating the effectiveness of the project.
- 6) A detailed budget.
- 7) Plan for sustaining the innovation following the end of Senate funding.
- 8) Proposals that include the purchase of new hardware or software should, in addition, provide information about the advantages of the equipment over alternative options.

All proposals must address the first seven criteria listed. In general, larger budget proposals should impact a larger numbers of students, either initially or after demonstration of concept in smaller courses. Well-designed proposals will include evaluations that document the effectiveness the instructional technology or pedagogical innovation. Consultation on project evaluation is available through the Office of the Vice Provost for Undergraduate Education; please contact Gary Coyne ([gary.coyne@ucr.edu](mailto:gary.coyne@ucr.edu)) for assistance.

Proposers should include plans for long-term maintenance support or renewal of the proposed initiatives. Multi-year proposals that exceed the \$40,000 proposal limit will be referred to the EVC's Student Technology Fee Advisory Committee for final approval.

**Proposal Format:** The proposal should not exceed 7 single-spaced pages, with 1-inch margins and 10-point font or larger. It must be submitted as a single portable document file (PDF).

**Proposal evaluation process:** Proposals will be read by a committee composed of representatives of the Academic Senate Committee on Library, Scholarly Communication and Information Technology and the Office of the Vice Provost for Undergraduate Education. Although not required, submitters are encouraged to solicit input and endorsements from their Deans or Associate Deans. Funding decisions will be announced before the end of April, with anticipated project start dates in May 2014.

**Reporting requirements:** A report describing the use of funds and outcome of the research is required within 60 days after the end of the grant. Reports should be submitted simultaneously to Lucille Chia ([lucille.chia@ucr.edu](mailto:lucille.chia@ucr.edu)), chair of the Academic Senate's Committee on Library, Information Technology and Scholarly Communication, and to Steven Brint ([steven.brint@ucr.edu](mailto:steven.brint@ucr.edu)), Vice-Provost for Undergraduate Education.

**Contact:** For questions concerning proposal content or submission logistics, please contact Alastair Kay (827-5539)