

DISTANCE EDUCATION INITIATIVE

Present Date: _____

Name: _____

Rank: _____

Department: _____

Years at JCU (Full-time): _____

Period for which Fellowship is requested: _____

Briefly describe your project, including its rationale, goals, preliminary course description, major anticipated topics, the anticipated result, its suitability for the department, and an assessment plan. Include the syllabus and indicate where you could use distance components. See guidelines for this course development grant for complete details.

Applicant's Signature : _____

Applications are due on **February 7, 2011** and should be sent to the Associate AVP for Academic Programs and Faculty Diversity.

(If you require additional space, attach separate sheets. This form is available at the Office of The Academic Vice President and on the web at WWW.JCU.EDU/AVP/FD.)

DISTANCE EDUCATION INITIATIVE**Guidelines for Course Development Grants**

The Office of the Academic Vice President is offering three course development grants for creating distance education components for new or existing courses. In general, at least one-third and not more than two-thirds of the course would be conducted through distance technologies. A web-based platform (such as Blackboard) should be the primary distance technique. Please include a copy of the syllabus and indicate where you could use distance components that would add up to at least one-third of the course.

As part of the faculty development proposal, an assessment plan must be included. In addition, each grant recipient will become a continuing member of the faculty advisory group on distance education policies for the three-year term of the project. Faculty are expected to remain on the faculty advisory group for two years after the course has been offered to work on the development of policies and practices.

Please include a letter of support from the department Chair that indicates the semester and year the course will be offered. The course must be offered within one year (fall, spring or summer) of the awarding of the grant.

Faculty will be chosen by the Associate Academic Vice President for Academic Programs and Faculty Diversity after a review of proposals by a committee consisting of the Director of the Center for Faculty Development, representatives from the CFD board, and the JesuitNet representative. This committee would remain in place during the course of the pilot project to monitor and judge its progress.

Resources for support include the FTIC, CFD and the Grasselli Library, all of which will work to facilitate the project.

Selected faculty will receive a stipend of \$3500 for the first year, and an assessment stipend of \$1000 for the second year. Third year participation does not include a stipend.

Faculty may teach no more than one class during the summer in which the course is developed.

Progress Report, including syllabus, is due to the Associate AVP for Academic Programs and Faculty Diversity by March 1 of the following year.

Applications should be made on the "Application for Summer Course Development Fellowship" form for the "Distance Education Initiative" available in the Office of The Academic Vice President or on the web at www.jcu.edu/avp/fd.

Proposals are due in The Office of the Academic Vice President by **Monday, February 7, 2011**.