Request for Proposals

VPUE Creative Expression Course Development Support

Program Overview

Creative Expression Course Development support is intended to encourage and support the development of new courses for undergraduates that are designed to fulfill the Creative Expression category of the new Ways of Thinking/Ways of Doing (WAYS) breadth requirements. Courses proposed should align with the written rationale of the Creative Expression WAY (see rationales, sample learning outcomes, and how students might typically fulfill these requirements here). We especially seek new courses that would appeal to students who otherwise might not take an arts course. Preference will go toward course projects that provide accessible but substantive opportunities for students without arts experience to develop their capacities in creative expression. Examples might include but are not limited to an effort to integrate arts practice into another discipline, such as with the course, Accessing Architecture through Drawing (CEE31) or creation of a new introductory seminar such as Computers and Photography (CS 45N). Within the arts, a CE course can be developed by revising an existing arts course to target undergraduates seeking an introduction to the art medium as with Image & Sound (Filmprod106) or Poetry into Film in the Creative Writing Program.

Each funded project will receive standard development support either in the form of a transfer to a research account in the amount of $5,000 or up to $5,000 in stipend to cover all project expenses. Activities such as workshops, guest speakers, conferences or course materials related to design and development of a new or significantly revised course are eligible expenses. (Note: Implementation funding for activities and student projects in an approved CE class are not considered development awards.)

For more information contact: ghclarke@stanford.edu

Eligibility

Individuals or faculty teams may apply. Funding for teams is limited to the project amount of $5,000. Preference will be given to members of the Academic Council, but all instructors with a continuing Stanford appointment may also apply.

Proposal Guidelines

To apply for a grant, please submit a brief proposal. We strongly encourage you to organize your proposal as follows:

1. **Goals:** A brief description of the project and its potential impact on undergraduate education, including how it fits within or enhances the curriculum. Please discuss how your proposed course would meet the rationales and learning outcomes of the Creative Expression WAY. Include when/how often you intend to teach the course and anticipated enrollment.

2. **Oversight:** Specific designation of the faculty member(s) charged to oversee the project. Grant applications must also include a financial contact within the faculty members department or program who can provide budgetary oversight should a grant be awarded. Appropriate financial contacts should already have authority over the relevant organizational code.

3. **Implementation and Reporting:** Please include an implementation schedule and evaluation plan. Note: A short follow-up report at completion of the project is a grant requirement. A draft syllabus or detailed description that includes student assignments, learning outcomes and method of student evaluation must be turned in as part of the process of submitting to the WAYS system and should be included in the final report on all grants awarded.

4. **Team Workshop Element(s), if any:** a description of the planned group activities, including any logistical or other support that might be requested.
V. Department/Program Support: Endorsement that includes discussion of the value of the proposed new or enhanced course from the department or program chair/director (in the form of a brief letter or email attached to the proposal).

Notes on Funding: All development expenses including salary, book purchases and equipment expenses, etc. should come from the grant. Requests for course implementation of approved development projects may be considered separately provided that the department offering the course has allocated departmental funding and plans to include the course into the ongoing curriculum of the department.

Department chair or program director approval for compensation is assumed to be covered by the letter of general support for the proposal. Staff compensation must be pre-approved by the relevant Human Resources Manager. Lecturers should have an ongoing appointment through the term of the proposal. Where lecturer appointments would normally lapse (e.g. over the summer), the department or program will be responsible for arranging a bridging appointment. VPUE will coordinate approval from the provost, so prior coordination with the provost's office is not required for the application.

Deadlines:

Project Proposals will be accepted on a rolling basis

The deadline for completing funded projects in AY15 is July 31, 2015 with the understanding that courses will be offered in 2015-16.

Review Process

Proposals are reviewed by VPUE) in coordination with the deans of undergraduate studies in the schools. VPUE, school, and departmental/programmatic priorities may be taken into account in funding decisions.

The BGB will determine the appropriateness of all courses developed for the Creative Expression WAYS requirement through the WAYs certification process.

Proposals may be referred to other grants or funding sources where appropriate. Note: An award for VPUE Creative Expression Development does not guarantee the ongoing support for implementation of the course.

Proposals may be submitted via email to Gina Hernandez (ghclarke@stanford.edu, 650-724-3657).

Sample Grants

Please note that awarded submissions may be used as examples for future prospective applicants on the VPUE website (with budget figures redacted) unless you explicitly request otherwise.