OVERVIEW

The Faculty Enhancement and Instructional Development (FEID) Award program funds instructional improvement projects that lead to increased student success. Priority is given to proposals that support the University Strategic Plan’s call for increased participation in high-impact practices, describe measureable outcomes of achievement and assessment, and are sustainable. Examples of projects include adoption of high-impact practices, overhaul of existing courses using high-impact practices, and Scholarship of Teaching and Learning related to high-impact practices.

- **Eligibility:** Tenured and tenure-track faculty (any rank), FERPers (projects for active semesters only), and lecturers with full-time contracts. A faculty member who received an FEID award through the last call for applications (i.e., a stipend for Summer 2016 or WTUs in Fall 2016 or Spring 2017) is not eligible to receive an FEID award through this year’s call.

- **Amount:** Applicants may request EITHER up to a one course 3 WTU-assignment OR up to a $4,000 Summer stipend. Assigned time may be requested for either the following Fall 2017 or Spring 2018 semester; stipend may be requested for Summer 2017. Additionally, applicants may request up to $500 for Operating Expenses and Equipment (OE&E) funds.

- **Deadline:** All FEID applications must be submitted as 1 PDF document uploaded to a private dropbox no later than Friday, March 24, 2017, by 5:00pm.

NOTES

- **Questions?** Please contact Dr. Erica Bowers and FDC staff at fdc@fullerton.edu or ext. 4722.

- **Final Reports:** To be eligible, all outstanding final reports for previous FDC grants must be submitted (not counting projects still in progress). In turn, for this proposed activity, you must submit a brief final report by the end of the next month following its completion (September 30 for summer projects; January 31 for fall projects; July 31 for spring projects).
  
  o The report template is located at http://fdc.fullerton.edu//teaching/grants.php. Copies of pertinent material (e.g., syllabus, assignments, rubrics, articles, links) should be appended to the final report.
  
  o Effective March 2017, final reports should be submitted as 1 PDF document uploaded to a private dropbox.

- **Future Reviewing:** FEID award recipients may be asked to serve as FEID reviewers the following semester or year.

TIPS

- Remember that the faculty reviewers reading your narrative might not be from your discipline. Your narrative should be clearly understandable by a faculty member outside your own field.

- Explore the FDC’s teaching pages and scholarship pages for helpful online resources when developing your project concept.

- Compare your draft proposal to the rubric at the end of this application and revise your draft as necessary to clearly address the criteria.
FDC FACULTY ENHANCEMENT AND INSTRUCTIONAL DEVELOPMENT AWARD
COVER PAGE and INSTRUCTIONS – SPRING 2017

Submit (A) cover page (B) the project narrative and (C) budget and timeline as a single PDF file document uploaded to a private dropbox no later than Friday, March 24, 2017, by 5:00pm.
*Please name the file: submitter.FEID2017

A Word version of the cover page is available at http://fdc.fullerton.edu//teaching/grants.php

A. COVER PAGE

Applying for: ___1 or ___2 or ___3 WTUs Assigned Time (max 3) for ___Fall 2017 or ___Spring 2018

or: $4000 Summer Stipend for Summer 2017

and/or: $___________ Expenses (write in amount, max $500)

Name: ____________________________________________________________
Department: ______________________________________________________
Rank: ___Assistant ___Associate ___Full ___FERP ___Full-Time Lecturer

If more than one faculty member is applying to share this grant, list additional names, departments, and ranks:

_____________________________________________________________________________________________

Title of Project: ______________________________________________________

Has this project or any part been funded by other grants (intramural, external) in the last two years? __Yes __No

If you previously received an FEID grant, did you submit your final report? ___Yes ___No

This project will use (check all that apply):

___Animal Subjects          ___Biohazards/Human Blood          ___Additional Space Allocations
___Human Subjects          ___Recombinant DNA          ___Other (list here)_________________
___Radiation/Isotopes/Lasers ___Controlled Substances

Applicant’s signature indicates agreement to the stipulations listed in the application instructions.

Applicant’s signature__________________________________________ Date____________________

To the chair and dean: Your signature indicates that you are aware of this proposal. You may attach comments if desired, but they are not required and are not included in the rubric.

Chair_________________________ Date________ / Dean_________________________ Date________
B. Project Narrative (1500 word limit total)
   1. Abstract. 100 words maximum.
   2. Description. What pedagogical or practical instructional problem does this project attempt to solve? Provide details about your project’s objectives, methods, and activities intended to try to solve this problem.
   3. Characteristics of High-Impact Practices What type of high-impact practice does this project incorporate? What key element(s) of high-impact practices does this project employ to improve instructional processes and enhance student learning? (Review this AAC&U guide and CSUF website to types and key elements of HIPs)
   4. Breadth of Participation in High-Impact Practices (HIPs). How will this project support the objective that CSUF students will participate in at least 2 HIPs by graduation? (See Strategic Plan Goal 2.)
   5. Outcomes and assessment. How will you assess the effectiveness of your project? What outcomes will you measure, and how will you measure them to determine if your project successfully meets its goals and objectives? What rubrics will you develop and implement, if any?
   6. Faculty Benefits. How will this project enhance your own professional development? Identify any plans for collaborating with or sharing your work with other faculty in your department or in another department to enhance the professional development of other CSUF faculty.
   7. Sustainability. Can this project be continued in future terms? If so, describe the plan to offer this project on a sustainable and ongoing basis.

C. Budget and timeline. Provide a breakdown of costs here. Include any funding from other sources (e.g., department, college, intramural, external). Provide a justification for the proposed assigned time or stipend. Also include a timeline for completion of the project during the proposed term.

By submitting this application, the applicant agrees to serve as a member of the Faculty Development Center Grant Review Subcommittee in a future application cycle, if asked. The applicant also agrees to be involved in a presentation at CSUF on the award topic, if requested.
### Rubric: Proposals will be evaluated using 8 criteria

<table>
<thead>
<tr>
<th>Criterion</th>
<th>Weight</th>
<th>Strong (5)</th>
<th>Satisfactory (3)</th>
<th>Unacceptable (1/0)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Problem and objectives (see *B2)</td>
<td>25</td>
<td>Clear statement of problem, addressed by appropriate objectives.</td>
<td>Problem clearly stated, but some objectives are unclear or inappropriate to the problem.</td>
<td>Problem not clearly stated. Objectives unclear or inappropriate to the problem.</td>
</tr>
<tr>
<td>methods and activities (see B2)</td>
<td>20</td>
<td>Clear statement of methods and activities that are aligned to the problem and will meet the objectives.</td>
<td>Some methods and activities are unclear or the case has not been made that all of the methods and activities will accomplish the objectives.</td>
<td>Methods and activities are unclear and/or the methods and activities will not accomplish the objectives.</td>
</tr>
<tr>
<td>Characteristics of High-Impact Practices (see B3)</td>
<td>10</td>
<td>Project clearly incorporates multiple characteristics of high-impact practices.</td>
<td>Project clearly incorporates a limited number of characteristics of high-impact practices.</td>
<td>Unclear how project incorporates characteristics of high-impact practices.</td>
</tr>
<tr>
<td>Breadth of student participation in High-Impact Practices (see B4)</td>
<td>10</td>
<td>Proposed project demonstrates a significant increase in scale and timing of student participation in HIP as compared to previous course design or scholarly work.</td>
<td>Proposed project demonstrates an improvement in scale and timing of student participation in HIP as compared to previous course design or scholarly work.</td>
<td>Proposed project does not demonstrate an improvement in scale and timing of student participation in HIP as compared to previous course design or scholarly work or student participation is not significant.</td>
</tr>
<tr>
<td>Outcomes and assessment (see B5)</td>
<td>15</td>
<td>Assessment strategies are clearly aligned and measure project objectives or (expected) outcomes.</td>
<td>Assessment strategies do not adequately measure and/or clearly align to project objectives or (expected) outcomes.</td>
<td>Assessment strategies do not measure and/or align to project objectives or (expected) outcomes.</td>
</tr>
<tr>
<td>Faculty benefits (see B6)</td>
<td>10</td>
<td>Clear benefit to professional development of the applicant and other CSUF faculty.</td>
<td>Clear benefit to professional development of the applicant. Benefit to other CSUF faculty is questionable.</td>
<td>Unclear how this will benefit either the professional development of the applicant or other CSUF faculty.</td>
</tr>
<tr>
<td>Sustainability (see B7)</td>
<td>5</td>
<td>Clear and detailed indication of how the project will provide sustained benefit once the course release or stipend is exhausted.</td>
<td>More resources are likely to be needed to sustain benefit once the course release or stipend is exhausted.</td>
<td>Little or no indication of sustained benefit once course release or stipend is exhausted.</td>
</tr>
<tr>
<td>Cost justification and feasibility of completion (see C Budget and Timeline)</td>
<td>5</td>
<td>Clear justification of WTUs/stipend and OEE. Project completion likely given timeline and scope.</td>
<td>Project completion questionable given timeline and scope.</td>
<td>Unclear justification of WTUs/stipend or</td>
</tr>
</tbody>
</table>

* The Cover Sheet and Instructions includes descriptions of the criteria in the project narrative on p 2.