Samuel H. and Patricia W. Smith
Teaching and Learning Endowment:

Request for Proposals
January 26, 2024

The Interim Vice for Provost for Academic Engagement and Student Achievement is soliciting grant proposals innovative ideas that enhance teaching and learning at WSU.

Applications are due **March 13, 2024**. Grants of up to $5,000 will be awarded. Awards will be announced in early April 2024. Awards can be used as summer salary; benefits are paid from the award amount.

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Background

The Samuel H. and Patricia W. Smith Teaching and Learning Endowment was established on President Smith's retirement in 2000. The fund's stated purpose is to "recognize and reward innovative ideas to enhance learning and teaching at WSU."

Because the philosophy of the fund is to "spread the wealth," recipients of Smith grants in the past four years are not eligible to receive awards in 2024.

Focus Area

The focus area for 2024-2025 is shifting to encompass a broader range of teaching and learning transformations. Starting this year, successful proposals must address one or more of the Eight Principles of Effective Teaching that have been outlined by the Center for Teaching and Learning at the University of Texas. In brief, these principles are outlined below and examples of classroom transformations are provided.

1. *Deliberate and intentional planning:* e.g., aligning course design through universal design principles; diversifying resources; identifying barriers and their solutions

2. *Construction of knowledge:* e.g., scaffolded student learning; earlier and more frequent assessment design and implementation

3. *Active engagement in learning:* e.g., developing activities that help students build knowledge at a deeper and longer-lasting level

4. *Relevance to disciplinary experiences:* e.g., experiences that help students think like a practitioner

5. *Use of assessment data and feedback:* e.g., developing a variety of methods to assess student learning and provide formative and summative feedback

6. *Shared responsibility for learning:* e.g., giving more responsibility to students for their own learning

7. *Learning from peers:* e.g., developing projects where students learn together

8. *Establish and support a class climate that fosters belonging for all students:* e.g., adapting materials and resources that students can identify with; syllabus and/or assessment redesign

Funding

Funds will be deposited to 17A accounts in the departments of award winners. Before funds are disbursed, departments will be contacted to confirm continued employment in the 2024-25 academic year.

Reporting

The final project report will be due no later than August 15, 2025.

For More Information

For more information, contact Karly Gomez, **kgomez@wsu.edu**, 509-335-3995, or Bill Davis, Interim Vice Provost for Academic Engagement and Student Achievement, **wbdavis@wsu.edu**.

Proposal Submission

Applications are submitted via an **online form** embedded on the *Smith Teaching and Learning Grants* page of the DAESA website.

Proposal Format

Online form section 1: **Applicant Information/Project Title.** You will be asked to include such information as name, department, email, phone number, and project title.

Online form section 2: **Project Proposal Upload.** In this section, you will upload a copy of your proposal that should contain the following three sections. *(It is advisable to include your application information and project title embedded in the proposal document.)*

1. **Project Rationale and Description (~2 pages)**

   - *Section 1: **Project Description*** (What will you do? Max 50 words)
     Describe the innovation to the course(s). Proposals should clearly state the principle(s) from the Eight Principles of Effective Teaching that have been chosen. Also, the scope should be clear. Is the project related to a single course for majors? A large UCORE course? Is the approach translatable to other contexts, disciplines, or institutions?

   - *Section 2: **Project Design*** (How will you do it? Max 200 words)
     Describe the goals of the innovation and what will be different after the implementation of the project.

   - *Section 3: **Project Impact*** (Why will you do it? Max 200 words)
     Explain the reason your course(s) needs this innovation and the impact on student learning that, without this grant, would not happen. Describe how other instructors could use what you learn.

   - *Section 4: **Project Timetable*** (Max 100 words)
     Briefly outline your anticipated timetable for completing the project.

   - *Section 5: **Project Sustainability*** (Max 200 words)
     How will the achievements of your work be sustained by the department beyond the funding provided by the grant?

   - *Section 6: **Project Dissemination*** (Max 100 words)
     How will the results of this effort be shared with the WSU community, particularly within your unit/college?

2. **Budget and Financial Support**
   Provide a budget in the form of proposed expenditures. Note any departmental or college financial commitments for the project, or any concurrent grants addressing substantially the same project. See FAQs below for more information about the uses of funds.

3. **List of Citations (no more than 1 pg.)**
   Citations to scholarship that supports the work referred to in the body of the proposal can be in the form of numbered notes or author/date format.

Online form section 3: **Upload of Department Chair/Program Director/Equivlent's Endorsement.** You will be asked to upload the chair/director/equivalent's signed endorsement of the project, including an attestation that the fund recipient(s) will have

continued employment at WSU in AY 2024-25. Proposals without the chair's endorsement will not be accepted.

Online form section 4: **Curriculum Vitae Upload.** You will upload a CV with relevant sections highlighted pertaining to teaching accomplishments or the scholarship of teaching.

REQUIRED UPLOAD:

Chair, Director, or Equivalent's Endorsement

I fully support this proposal. The proposed work is supported by and matches the programmatic teaching goals of the department/school. The applicant will have continued employment at half-time or more in AY 2024-25, and to the best of my knowledge has not accepted employment elsewhere.

Additional comments:

_____   _____
  Signature   Date

_____   _____
  Printed Name   Department/School/Campus

FAQs

1. **Who is eligible to apply?** Faculty with instructional responsibilities appointed half-time or more, and with continuing employment in AY 2024-25.

2. **Can the grant be used as summer salary?** Yes, but note that benefits will be paid from the total, so that the take-home net will be less than the awarded amount. Also note that sumchauirmer salary from all sources cannot exceed the equivalent of two months' academic year salary.

3. **Can the grant be used for professional expenses (travel, materials, conference fees)?** Yes, if these are directly related to the focus of the grant. However, the grant is not primarily for external dissemination of previous work.

4. **Can the grant be used for equipment?** Equipment purchases for courses or classrooms should typically be covered by departmental funds or by external grants. Equipment purchases typically fall outside the intent of the endowment terms. However, exceptions will be considered in the case of career track (clinical) faculty or instructors whose departments do not provide them with computers for their individual instructional role.

5. **Can the grant be used to pay external consultants or speakers?** The grant is intended to support the professional development of WSU faculty directly; funding of non-WSU personnel is not within the scope of the grant.

6. **Can the grant be transferred to another faculty member if the PI is no longer employed at WSU?** The grant is intended only for the person(s) applying for the grant and cannot be transferred. If a PI leaves WSU during the period of the grant, funds may be given to another deserving applicant.

7. **What is the assessment connection?** The project may provide an innovative approach to improving a key course in the curriculum, identified as such by annual assessment; it may offer a new way of eliciting gains in student learning for a particular program-level learning outcome identified as weak in annual reports. There are many other ways that innovative pedagogy or course design may respond to, or be verified by, departmental assessments.

8. **Does the MD program qualify as undergraduate education?** No, the MD program is classified as a professional program. The undergraduate programs in ESFCOM are: 1) BA Speech and Hearing Sciences, 2) BS Nutrition and Exercise Physiology, and 3) BS Pharmaceutical Sciences.

9. **Can these funds be used to pay a graduate teaching assistant during the summer?** It depends — if the student will be serving as a research assistant on the project in some capacity, then yes. If the student is teaching summer school instead of the faculty member, then no. Also note that benefits will be paid from the total, so the take home net will be less than the awarded amount.