SIU EXTENDED CAMPUS
ONLINE UCC COURSE DEVELOPMENT GRANT APPLICATION
Funding Application Guidelines

Funding for Approved UCC Course Development

Introduction
Distance Education Online Course Development funding is provided by SIU Extended Campus for the development of graduate or undergraduate courses for the online learning environment.

Eligibility
All faculty members within SIU are eligible to apply. New and existing Undergraduate Core Curriculum (UCC) courses will be considered. Extended Campus is not responsible for approving new UCC courses. (Please contact University Core Curriculum)

Fundable Activities
This application is for approved UCC courses.

This initiative is principally to provide development funding for transferring current face-to-face courses to the online learning environment. However, new courses will be considered for funding. Funds requested may include $5000 for the faculty member developing the course and an additional $1000 for courses that need laboratory instruction. Funds will be transferred to a local account within the faculty member's department.

If the department elects to use the funds as Faculty salary (Extra Compensation or NOA), it is responsible for creating and executing the faculty contract. If the funding is not used as salary, it is expected that faculty directly involved in developing the course(s) receive a benefit. The faculty member may elect to have the grant disbursed in the form of OTS (e.g. travel, equipment, contractual services, etc.).

Limit one course development application per funding cycle.

Additional Remuneration for Developing Laboratory Intensive Online Courses

It is recognized that lab-intensive online course development typically requires investment of time and effort beyond a lecture-only course. To incentivize faculty, additional funding may be available for courses that have substantive laboratory activities that include scientific or engineering test instruments and apparatus. These courses will normally fall in the Natural and Applied Sciences, Engineering, Engineering Technology, Agriculture, Information Systems, and Information Technology disciplines. The lab activities should satisfy two or more of the criteria below:

- Require students to do experiments using portable kits or miniaturized test tools.
- Require substantial use of either physical components or virtual environments to conduct experiments.
- Require the course developer to do substantive pedagogical work beyond the normal requirements for lecture preparation because of lab or experiment components.
- Require students to do more than 20% of the course conducting experiments in a simulated or controlled computing or non-computing environment.

Typically, these lab experiences will be separate (stand-alone) courses that are tied to a lecture-based course such as 253A College Physics Laboratory or a course with extensive lab activities embedded within the course, such as EET 238 Digital Fundamentals, ISAT 224 Network Fundamentals.

Given the course requires and meets the two or more of the criteria mentioned above for developing the course, an additional remuneration of $1000 will be paid to the faculty.

INTELLECTUAL PROPERTY

Online programs developed with funds from SIU Extended Campus must comply with University intellectual property policies and relevant copyright usage laws and standards. Intellectual property policies are available from the Office of Sponsored Projects and Administration.

DISABILITY ACCOMMODATIONS

It is the policy of Southern Illinois University to comply with the provisions of Americans with Disabilities Act, 42 U.S.C.A. Section 12101, et seq. ("ADA"). The ADA prohibits discrimination against qualified individuals with disabilities on the basis of their disability. The ADA provides, in part, that "no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs or activities of a public entity, or be subjected to discrimination by any such entity." All applications submitted must provide verification that the program's courses and educational materials developed will be compliant with the ADA requirements. Southern Illinois University Web Accessibility Guidelines can be found at: https://web.siu.edu/accessibility/.

Questions may be directed to Center for Teaching Excellence Director, Craig Engstrom, (craig.engstrom@siu.edu) or to Extended Campus Executive Director, Susan Wegmann (susan.wegmann@siu.edu).

SUBMISSION, FUNDING, AND REVIEW SCHEDULE

Submit applications electronically to:
susan.wegmann@siu.edu

Funding applications are due by October 31 (Fall submissions) and March 31 (Spring submissions). The Distance Education Council will review applications and applicants will be notified by November 30 or April 30, respectively.

If funded, payments will be disbursed contingent upon completion of the following:

1. First payment upon completion of one module in template provided by CTE.
2. Development of course using CTE template and QM rubric.
3. Continued participation in CTE Online Faculty Development Activities.
4. Final payment upon completion and quality review by CTE.

It is the faculty member's discretion when the course will be offered (Spring, Summer, Fall), which should be within one year of the initial approval.

SELECTION CRITERIA

Individual courses will be selected to receive funding based upon the following:

1. Course is an approved UCC course.
2. Thoroughness of the completed proposal.
3. Course design incorporates quality online instructional approaches recommended in QM Rubric.
4. Course seeks innovative approaches to online learning.
5. Course plan demonstrates strong learning experiences, opportunities for students to practice and apply knowledge, and appropriate assessment methods to check learning and provide feedback to distant students.
6. Course demonstrates extensive interaction between student and faculty, student and student, and student and course content. These can include, but are not limited to; chats, discussions, Web conferencing, podcasting, content interaction, group projects, simulations, and blogging.
7. Proposal clearly describes design strategies and is realistic according to the proposed development timeline.
8. Proposal should speak to the need for providing this material in an online format, which should also incorporate enrollment goals.

PROVIDE THE FOLLOWING IN THE PROPOSAL NARRATIVE

CONTENT: Provide an overview of the course content, along with a draft syllabus of the new online course.

LEARNING OUTCOMES: List the learning outcomes for new online course.

DELIVERY: Describe the technologies, materials, and instructional approach that will be used to deliver the course.

DESIGN: Describe the types of learning experiences planned for this course and the opportunities for students to practice and apply knowledge.

INTERACTION: Describe the types of interaction planned for the course between student and faculty, student and student, and student and course content. Include how you plan to provide feedback to distant students.

ASSESSMENT: Provide a plan for evaluating students and for measuring course-learning outcomes.

TIMELINE: Provide your work plan and timeline for development and completion of new online course.

ONLINE UCC COURSE DEVELOPMENT FUNDING APPLICATION FORM

Attach This Completed Form with Required Signatures to Proposal Narrative
and Submit Electronically to:
susan.wegmann@siu.edu

Name of Applicant:_____
T/TT or NTT: _____
College: _____
SIU Email: _____

Course:
Subject Area Code: _____
Number: _____
Full Title: _____
Hours: _____

Course Description:
_____
_____
_____

APPLICATION APPROVAL SIGNATURES: If funded, payments will be disbursed contingent upon completion of the following:

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_____ _____
Faculty Signature Date

_____ _____
Chair/Director Signature Date

_____ _____
Dean Signature Date

FINAL APPROVAL AFTER REVIEW AND RECOMMENDATION BY DE COUNCIL

Susan Wegmann
Executive Director, Extended Campus
Approved Not Approved