



**Faculty Course Assessment Grant**

**Grant Description**: Saint Mary’s course assessment grants are designed to support faculty members who want to focus on assessing student learning in one or more of their courses. These grants provide resources to allow faculty to dedicate a period of time—beginning during the summer and continuing through the school year, as they teach the course(s)—to learning more about assessment and applying that knowledge to their own teaching: that is, clarifying what they hope students will learn in their courses, writing learning outcomes, finding out how well students are learning through the use of assessment tools, and finding ways to help students learn more effectively.

Faculty members may propose a variety of projects that will help them improve assessment in their courses. In doing this work, faculty should incorporate the four-year liberal learning outcomes when appropriate.

Since doing assessment well is a learning process, faculty are invited to apply for this grant at either of two levels. In addition, faculty who would like to work together—each on her or his own course—may apply for paired grants that will allow them to exchange ideas and support each other during the summer and school year.

* Faculty should consider applying for a Level 1 grant if they are interested in beginning to learn about assessment. Projects will include gaining deeper understanding of assessment (recipients may use the grant to purchase books or other materials) and applying this new knowledge to a course or courses—for instance, by formulating learning outcomes, revising assignments to match learning outcomes, exploring the use of rubrics or other tools to assess student learning, or researching discipline-specific best practices on assessment and using the best practices to revise courses. Members of the Assessment Committee and previous grant recipients are especially happy to work with faculty in developing and carrying out these projects.
* Faculty should consider applying for a Level 2 grant if they already have some experience with assessment—if, for instance, they’ve already attended a conference on assessment or successfully completed a Level 1 grant. Level 2 projects may include designing new assessment tools and revising learning outcomes.
* Faculty who would like to work together on assessment will each complete his or her own application, at either Level 1 or Level 2; in addition, the pair will submit a brief explanation of (a) how the collaboration will be helpful to each partner and (b) how they plan to work together during the grant period (summer through school year).

**Eligibility:** All full-time tenured or tenure-track faculty members and full-time professional specialists. Preference will be given to those who have not received an Course Assessment Grant previously.

**Expectations:**

Level 1 recipients will

* meet with the Assessment Committee in the semester following their work, to discuss their findings
* serve as a resource to the campus community
* submit a short written report to the Senior Vice President and Dean of Faculty, with a copy to the Assessment Committee, in the fall semester following their summer work
* convey the results of the subsequent implementation to the department chair or program director for inclusion in a future assessment report.

Level 2 recipients will

* meet with the Assessment Committee in the semester following their work, to discuss their findings
* serve as a resource to the campus community, including sharing any methods, tools, or rubrics that they have developed as a result of receiving the grant
* submit a short written report to the Senior Vice President and Dean of Faculty, with a copy to the Assessment Committee, in the semester following their summer work
* convey the results of the subsequent implementation to the department chair or program director for inclusion in a future assessment report.

**Time Commitment:** Time commitment will vary depending on the proposed project.

**Stipend:** Level 1 accepted proposals will receive a $500 stipend. Level 2 accepted proposals will receive a $1,000 stipend.

**Application deadline**: Written applications must be received by Monday, April 9, 2012 at 5:00 p.m. The written application should be sent to Jessica Ickes, Chair of the Assessment Committee, 160C Le Mans Hall. If funding permits, projects will continue to be accepted on a rolling basis throughout the year.





**Faculty Summer Assessment Development Grant Application**

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| Name | Signature |
| Title | Department: |
| Campus Address | Phone: |
| Department Chair/Program Director Signature(s) | Email: |
| Education **(**your highest academic degree and the institution) |

**Application Proposal:** The application should include the following:

1. A letter of support from your department chair. If this work is for a program (e.g. Intercultural Studies, WOST, Film Studies) outside of your home department, include a letter from the program director. (Two letters are required if your work affects both your home department and a program.)
2. A proposed description of your project.
3. An explanation of why you are interested in this assessment project and how the results will be used to contribute to the assessment of student learning as outlined in your department/program assessment plan.
4. Brief descriptions (two-three pages total for a-c) of the following:
	1. Your knowledge and experiences in the area of assessment of student learning.
	2. The current state of assessment of student learning in your courses or program(s) of study, especially in the areas that you intend to improve through receipt of this grant. Include examples of your current student learning outcomes and assessment of them in your courses or program of study.
	3. What you intend to accomplish through this work on developing and improving your assessment of student learning in your courses or program of study.

Grants will be reviewed by the Assessment Committee, which will make recommendations to the Senior Vice-President and Dean of Faculty. If you have any questions, please call Jessica Ickes, Chair of the Assessment Committee at x4786 or email jickes@saintmarys.edu.