The Provost’s Office and the Student Learning Outcomes Assessment Office (SLOA) in Academic Affairs are pleased to announce the Student Learning @ RIT Assessment Grant. This assessment grant is designed to support the development and implementation of student learning assessment activities in academic programs and the General Education curriculum. The purpose of the grant is to promote innovative approaches or improved practice in the assessment of student learning.

Awards will be made in the amount of $1250 each. Proposals are due June 30, 2016.

Purpose

The purpose of the grant is to provide one-time funding for faculty to facilitate one or more of the following:

(1) The continued development and implementation of semester program-level assessment plans that focus on enhancing student learning and/or development, implementation, and use of results to inform and strengthen teaching, curriculum, and programmatic assessment practices.

(2) Innovative assessment approaches to assessing one or more of the General Education student learning outcomes in an approved General Education Course from Perspectives/GE Framework.

(3) Design and implementation of new rubrics or instruments (e.g., capstone projects, research) as well as data collection and analysis for either program level assessment or general education assessment

(4) Developing and implementing “closing the loop” strategies from previous data collection and analysis.

Proposal Guidelines

We encourage faculty to design a proposal in a way that meets the particular needs and goals of the college and program. Each proposal should outline how the described activities will enhance assessment practices and benefit the entire program. The following should be included with the proposal submission

(1) Proposal – see electronic template

(2) Support Letter – Dean or Department Chair needs to submit a letter of support.

In addition, award recipients will be expected to submit the following:


(4) Final Report - the work needs to be completed by the end of the 2016-2017 academic year, and a final report must be submitted within 30 days of completion of the work proposed—due September 1, 2017.

Proposal Components

The following information needs to be included in the proposal:

• Learning Outcomes: Identify at least one student learning outcome and how grant activities will improve assessment practices based on the collection, analysis, and use of evidence of that outcome.

• Assessment Methods: Describe assessment methods and instruments to be designed or used. This must include at least one direct measure of student learning.
• **Use of Assessment Results:** Describe how assessment results will be analyzed, disseminated, and used to improve student learning and teaching.

• **Timeline:** Include a detailed timeline indicating when various activities will take place and who will conduct them with estimated deadline dates.

• **Budget:** Develop a budget and include how the grant funds will be used.

• **Letter of Support:** Include a letter indicating the college or department clearly supports the assessment project.

### Use of Funds

Disbursement of funds to personnel will be the responsibility of the project director(s). All funds must be used for assessment-related activities. The following items are examples of appropriate expenses:

- Expenses for a faculty/department retreat on assessment in the program with a deliverable of developing new course and/or program assessment instruments/tools (e.g. rubrics, scoring guides),
- Payment for raters/readers to evaluate student work samples – portfolios, capstone projects, etc., and to analyze the results and make suggestions for improvements

### Obligations

- Use the funds exclusively for expenses directly related to the assessment project.
- Attend one event sponsored by Student Learning Outcomes Assessment to share what you have learned and developed through a workshop, panel discussion, presentation, or resource that would be helpful to faculty and programs across campus.

### Proposal Submission

Proposals should be submitted electronically to Bonnie Maddox in the Student Learning Outcomes Assessment Office at bbnmcd@ntid.rit.edu on June 30, 2016.

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### Proposal Selection Process:

The Student Learning Outcomes Assessment Office will review only those proposals which meet the outlined selection criteria. Emphasis will be placed on proposals from various colleges that highlight refining or implementing assessment plans by developing instruments, analyzing results, and using data to make improvements to curriculum, instruction, and assessment. Proposals with an emphasis on the assessment of General Education Student Learning Outcomes in General Education courses are encouraged.

### Post Award Considerations

Upon award notification, the award recipient will provide the SLOA Office with the account number in which to transfer funds. Awardees are required to keep an accurate record of all expenditures in accordance with University policy and procedures. Acknowledgment of the award is required in all publications and presentations. All materials produced from the award are considered public documents and will be made available upon request.
Cover Sheet

Applicant Name(s) Please list Project Director first:

Proposal Title:

Proposal Abstract (100 word max):

Program/Degree Level/Department/College:

Campus Contact Information:
   Phone:
   Email:
   Office:

Project Start and End Dates:  :

Applicant Signature   Date

Chair or Director Signature   Date

Dean Signature   Date
Proposal

- **Learning Outcomes:** Identify at least one program level or General Education student learning outcome and how grant activities will improve assessment practices based on the collection, analysis, and use of evidence of that outcome.

- **Assessment Methods:** Describe assessment methods and instruments to be developed, reviewed, or used and includes at least one direct measure of student learning.

- **Use of Assessment Results:** Describe how assessment results will be analyzed, disseminated, and used to improve student learning and teaching.

- **Timeline:** Include a timeline indicating when various activities will take place and who will conduct them with estimated deadline dates.

- **Budget:** Develop a budget and include how the grant funds will be used.

Letter of Support (please attach)