

TO: The University of Scranton Full-Time Faculty
FROM: Charles E. Kratz, Dean of the Library & Information Fluency
SUBJECT: 2012-2013 Teaching Enhancement Grants
DATE: September 24, 2012

The Center for Teaching & Learning Excellence (CTLE) is pleased to announce that grants of up to **\$1,800.00** are available to full-time faculty interested in enhancing their teaching skills. The grants can be used for a variety of pedagogical purposes. Teaching materials/equipment/tablets purchased with grant funding reside in the faculty member's department.

Proposals should not exceed 2 pages and must include the following information:

- Clear purpose of the grant;
- Positive impact that the grant will have on teaching (address specific pedagogy and exact courses affected);
- Positive impact that the grant will have on precise student learning outcomes;
- A course syllabus if designing or redesigning a course;
- An explicit and realistic timeline normally running no later than December 31, 2013;
- A specific budget. Please submit appropriate documentation if attending a conference or purchasing materials; applications without budget documentation to substantiate expenses cannot be considered. Grants cover up to \$1,800.00 – please explain how you will pay for additional expenses if your activity exceeds \$1,800.00;
- Letter of support from Department Chair or Dean.

Proposals will be reviewed by a faculty subcommittee of the CTLE Advisory Group. Please note that grant funding cannot be used for the replacement of equipment funded by previous years' grants.

All applicants will be notified in December 2012. Upon completion of the grant activity, successful applicants must submit a final report including expenses to Charles Kratz, Dean of the Library & Information Fluency. Grant recipients will be asked to do a workshop on their projects for the CTLE in the future.

Please submit your application via campus mail to:
Charles E. Kratz, Dean of the Library & Information Fluency
Weinberg Library
Ext. 4008
kratzc1@scranton.edu

Application Deadline:
Friday, November 2, 2012