

**AIF Category II B: Curricular Innovation**

**Grant - The Perpetual Course Model Application Form**

**Submit by: Friday, February 5, 2021 by 4:00 p.m.**

**(contact your Faculty Dean’s Office for any internal deadlines)**

**Submit to: Office of the AVP Teaching and Learning**

**Email:** **avptl@yorku.ca**

**How to Submit**

Individual applicants are required to submit their proposals to the Office of the Dean to be reviewed, approved and ranked. The Office of the Dean will then submit a full package to the Office of AVP Teaching and Learning. Each Faculty may have its own internal deadline. Faculty members should consult the Office of Dean for internal submission deadlines.

Ranked application packages from the Office of Dean are to be submitted electronically to the Office of the AVP Teaching and Learning (avptl@yorku.ca ) by 4:00 PM on Friday, February 5, 2021

**Note:** All applications must be co-signed by the applicant, Chair/Director (if applicable), and the Dean. Applications that are not signed off prior to submission by all parties will not be considered, electronic signatures will be accepted. All new course proposals must have received appropriate governance approval or approval in principle prior to submission.

**Funding Priorities**

Faculty members, with the support of their respective Chairs and Deans, are invited to submit proposals for course innovations in line with the Perpetual Course Model: The integration of diverse instructional innovations within one course, namely – self-paced learning options, flexible learning pathways, competency-based learning outcomes, and authentic assessment methods that involve the measurement of both skill acquisition as well as knowledge assets.

Category II B will prioritize the following areas:

* Organize course content into modular navigation pathways, within undergraduate or graduate courses using *blended or fully online delivery approaches* (see [eLearning Common Language document](http://avptl.info.yorku.ca/elearning/))

Perpetual Course Model:

* + Offer opportunities for self-paced, flexible learning pathways using eLearningstrategies
	+ Embed new methods of assessments, that focus on competency-based skill development
* Redesign courses using *Classroom Focused, Community Focused or Course Based Placement* (see [Experiential Education Common Language document](http://avptl.info.yorku.ca/experiential-education/)) that help connect content with real-world events, changing work environments (e.g. working remotely), employment trends, and practical work experience

**Priority Pedagogical and Technical Support**

After receiving final approval and as appropriate to the type of course redesign being undertaken, the faculty member will be provided with in-kind integrated professional development and technical support (including instructional design support and eClass course creation/redesign support) from the Teaching Commons team responsible for design of the Perpetual Course Model. All new course proposals must have received appropriate governance approval or approval in principle prior to submission.

Note: The cost of any specialized approved software or any additional resources required for the redevelopment of the course will be the responsibility of the Faculty.

**Funding Support**

Faculty members with approved projects will receive a research grant via the Fund 400-York Internal Research Grant. Eligible expenditures will be governed by the Expense Eligibility Chart under the category of Fund 400-York Internal Research Grants-Other. Faculty members in receipt of these grants will submit their eligible expenditures for reimbursement through the normal claim reimbursement process as outlined in the Reimbursement of Expense Policy.

Please note that a faculty member may only receive this funding once for the same course.

**Conditions of Participation in the Research Grant Program**

The faculty member must sign an agreement with the following terms.

* Completion of [the](http://teachingcommons.yorku.ca/elearning-york-course/) Blended and Online Learning Development (BOLD) Institute or Teaching and Learning in Experiential Education course **–** a course design process facilitated bythe Teaching Commons.
* Completion of the course redesign and reasonable amount of development work is completed, understanding that components would remain to be developed as the term progresses by: August 31, 2021 for 2021 Fall and Year term, December 31, 2021 for 2022 Winter term, or April 30, 2022 for 2022 for Summer term. The grant will be awarded to the faculty member upon successful completion of the course redesign and reasonable amount of development work. The course may be delivered after this date.
* Preparation and submission of final course development report.



* Agreement to select a [Creative Commons](https://creativecommons.org/licenses/) license for new or redesigned course or program materials. While ownership remains with the course developer, Creative Commons licenses enable other course directors to use the materials subject to any Collective Agreement terms and/or discussions with YUFA, OHFA or CUPE. AIF project leads will be provided with support and training to select an appropriate Creative Commons license for their new or redesigned materials. A copy and/or link to the new or redesigned course materials will be deposited in [YorkSpace](https://yorkspace.library.yorku.ca/xmlui/), the digital repository maintained by York University Libraries. AIF project leads will be provided with support and training with making such a deposit.

Course developers may remove their new or redesigned course materials from the YorkSpace repository after a period of 5 years.

* Full-time faculty members will be given the opportunity to teach the course for a minimum of two years; contract faculty members will also have the opportunity to teach the course for a minimum of two years, subject to the applicable provisions of the CUPE 3903 Unit 2 collective agreement.
* Adherence to all financial controls and reporting.
* Agreement to participate in a future research project related to assessing and improving the AIF program.

**AIF Category II B: Curricular Innovation Grant Application Form- The Perpetual Course Model Application Form**

|  |
| --- |
| **Course Director Information** |
| **Name** |  |
| **School/Department** |  |
| **Faculty** |  |
| **Contact Information** | Email: | Phone #: |
| **Date of Submission** |  |
| **Academic Rank** |  |
| **Employment Status** | ☐Full-time ☐Contract |
| **Course Information** |
| **Course Number**(e.g. AP/HUMA 3000 6.00) |  |
| Academic Credit Weight |  |
| Course Title |  |
| Effective Session |  |
| **Current Enrollment** |  |
| **Expected Enrollment** |  |
| **Course relevance to degree/certificate program** | ☐Major ☐Elective ☐General Education ☐ Undergraduate ☐ Graduate ☐ Degree ☐ Certificate |
| **Type of Course Redesign** | ☐ Blended ☐ Fully Online ☐ Flipped Classroom☐ Classroom Focused ☐Community Focused ☐ Course Based Placement  |
| **Amount Requested**  | ☐ $5,000 for each course |
| **Course Design and Technical Support Information** |
| Course DescriptionState the student learning outcomes. Briefly describe the course, including your assessment plan and how assessment will be facilitated and/or linked to the use of EE or eLearning strategies within the [Perpetual Course Model framework](https://www.yorku.ca/aifprojects/wp-content/uploads/sites/24/2020/11/2020-11-02-Perpetual-Model.pdf), refer to guide.  |  |
| **Support for Redesigned Course**Provide evidence that this redesigned course will be supported by the School/Department and contribute to the quality of the degree program. For new course proposal indicate the status of governance approval process.  |  |
| **Course Redesign**Provide the rationale for how this redesign strengthens the degree program and addresses institutional priorities.Describe how information about your course redesign will be shared with colleagues.As appropriate, describe any proposed tools or technology that may be used to facilitate learning. |  |
| **Description of Community Partners (EE Only)**Briefly describe the types of community partners with whom you plan to engage and how. |  |
| **Scalability (eLearning Only)**Briefly describe how this redesign will allow the course to be accessed by more students and/or will address an unmet need in the degree program. |  |
| **Budget**Provide a budget, including projected costs for personnel (e.g., research assistants, student assistants), and for the acquisition or production of information resources, specialized software, or digital learning materials. Include and identify budget items that will be cost-shared by sponsoring department(s) as well as any donations-in-kind of time or materials. Indicate any matching or other funds you will be applying for, or have secured. **Note:** Funding cannot be provided for faculty/staff salaries for the applicants. Cost of specialized software or any additional resources required for the redevelopment of the course beyond this funding will be paid by the Faculty. |  |
| **Course Director Name (please print)****Signature of Course Director Date** |
| **Chair/Director (if applicable) Name (please print) Position Title****Signature of Chair/Director (or equivalent) Date**As the Chair/Director, I support this application and confirm that this project has the support of the Department/School. |
| **For completion by the Dean’s Office:** |
| **Dean Name (please print) Position Title****Signature of Dean Date**As the Dean, I support this application and confirm that this course redesign is part of the Faculty’s strategy for curricular innovation. |