



Center for Instructional Technology Advisory Board

To: ITAC

From: Lynne O'Brien

Re: CIT instructional computing grants for Spring, 1999

Date: September 9, 1999

Program planning

Grant program is in response to strategic plan's recommendation to fund faculty projects as part of overall support for innovation, although the recommended amount was for \$250,000 rather than \$150,000 (<http://www.aas.duke.edu/IT/recommend.html#innovations>).

Reviewed programs at 14 other schools before determining structure of program for this year (<http://www.lib.duke.edu/cit/FacGrantsProposal.htm>)

Developed call for proposals (<http://www.lib.duke.edu/cit/DukeITGrants.htm>)

RFP sent by paper and email to deans of all schools, all department chairs within Arts & Sciences, all CIT advisory board members and to administrative contacts where I had names with a request to distribute to faculty; sent directly to all faculty on CIT mailing list; distributed at CIT speaker events; posted on CIT web site.

Next year – will do direct paper mailing to all teaching faculty using HR mailing labels, announce RFP early in spring semester and make awards before end of spring semester.

Proposals received

During May and June of 1999, the CIT received 34 project proposals requesting a total of \$488,000. CIT funding pages (<http://www.lib.duke.edu/cit/itfunding.html>) provide an overall summary of proposals received, breakdown by school, etc.

Review process

Reviewed by CIT advisory board at May and June meetings. (<http://www.lib.duke.edu/cit/Meetings.html>)

Initial review conducted in time for individuals who wanted to do projects over the summer. Some funds reserved for a second review.

Second review conducted for individuals who needed more time for proposal development.

Grants awarded

Provided full or partial support to 24 projects using \$163,000 in instructional technology incentive funds plus \$10,000 provided by the Office of Information Technology.

CIT funding pages (<http://www.lib.duke.edu/cit/itfunding.html>) provide overall summary of awards, breakdown by school, etc. Not shown: some projects received matching funds or other types of support from departments or schools.

Proposals for projects receiving funding are all posted on the web.

Some individuals were turned down the first time but encouraged to reapply. Some did reapply; some didn't. Total funds don't exactly match total awards so far because I have reserved funds for a few projects where individuals were asked to revise budgets or clarify certain aspects of their proposals.

Issues raised by proposal and review process

Need to ensure that all faculty receive call for proposals.

Need to review this year's projects and decide whether to change the structure of the grant program or keep it essentially the same with minor fine-tuning. (Large versus small projects; focus on individual faculty versus targeting departments or programs; emphasis on innovation versus incremental change; etc.)

Need to discuss projects with faculty before they submit proposals. We deliberately tried to keep the proposal process short and simple, but found that it was hard to evaluate some proposals without more detailed information.

Need to clarify how faculty should indicate departmental/school endorsement, how to handle conflicting information about endorsements and amount of weight given to those endorsements.

Issues raised by funded projects

Impact on other university departments and on broader technology planning (e.g., Multimedia projects have implications for student facilities; electronic portfolio project and video project potentially could have broad impact but would require additional resources and cooperation of other university departments to implement more widely.)

Assessment of individual projects and assessment of overall program

Needs which go beyond scope of this program, especially requests for classroom facilities

Linkage between these projects and external funding programs such as Pew, Mellon and Sloan

instructional technology grant programs

Ability of faculty to carry out projects (e.g., to find programmers, to get work done over summer, etc.) Most schools with grant programs have several staff members to help with project support.

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