**Interdisciplinary Teaching and Learning**

**SIGNATURE PAGE**

All proposals submitted as part of the Faculty Research and Scholarship Funding Opportunity must have this signature page completed. The PI should sign this page and the CoPI should sign the following page.

Title of Proposal:

**Pace School/College:**

**Department:**

**Principal Investigator**

Name:

Signature: Date:

**Department Chair**

Name:

Signature: Date:

**Dean**

Name:

Signature: Date:

CoPI should sign on this page. If there is more than one CoPI, please duplicate this page.

Title of Proposal:

**Pace School/College:**

**Department:**

**Co-Principal Investigator**

Name:

Signature: Date:

**Department Chair**

Name:

Signature: Date:

**Dean**

Name:

Signature: Date:

**Interdisciplinary Teaching and Learning**

**PROPOSAL TEMPLATE**

*Submission Deadline: Friday, March 20, 2020*

**A. Project Title Page and Summary** (one page):

* Project title:
* Instructor names and schools/departments:
* 200-word description of the disciplines to be paired, the rationale for their pairing and the anticipated benefits of the LC to students and to faculty.

**B. Project Description** (4 pages)

1. the learning objectives of the proposed interdisciplinary course, a theoretically and/or evidence-based rationale for the pairing of the courses (1 page)
2. a sketch of course activities (1 page).
3. a preliminary plan for how students’ attainment of the learning objectives will be measured (1 page)
4. a brief description of how faculty collaboration will be accomplished across the proposed work (1 page)

**NOTE: Existing LCs can be implemented in Fall 2020 or Spring 2021. New LCs must receive internal approvals and thus require Spring 2021 implementation.** If approved for funding, all new LC proposals must undertake the curricular approval process, which begins by submitting a formal LC application form no later than July 1, 2020.

**C. Budget (one page)**

You can request course released time (at adjunct rates, with approval from your Chair and Dean), summer salary, materials/supplies or graduate assistant stipends etc. Please use this form and justify all expenses requested. The total request must not exceed $5,000.

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Amount | Fringe Benefits\* | Total |
| Supplies |  |  |  |
| Research Assistant |  |  |  |
| Course Release\*\* |  |  |  |
| Travel |  |  |  |
| Other\*\*\* |  |  |  |

\*Fringe on summer salary is 8.35%

Fringe on part-time research assistants is 13.88%

\*\*Course release may be requested at adjunct rates. Please include any applicable fringe benefits.

\*\*\*please describe in budget justification, if requested

**Budget Justification** (use the rest of this page only)

**D. Additional Required Information (not included in 6-page limit)**

(i) Citations can be added on a separate page(s)

(ii) Current and Pending funding

If you have grant support please describe it briefly here. If you recently applied for a grant then please describe that as well. If you have neither, state ‘none’.

(iii) Append a biosketch for each collaborator using the template on the next page.

(iv) **Required supporting materials:** For existing LCs, please provide a letter of support from the department chairs affirming that the courses are part of the faculty members’ prospective teaching load and an affirmation that the course pairings fulfill Pace degree requirements.

**BIOSKETCH TEMPLATE**

Name: Rank:

Department School:

Telephone:

Email:

**Education**: (bachelors and above, include dates)

**Academic and professional recognition**: (awards, invited talks at conferences, service on committees of societies, editorships of journals, etc.)

**Research history:** List five most recent publications/books/performances or other significant scholarly achievements.

**Synergistic activities**: Include service such as review committees; community outreach, broadening participation of undergraduates in research etc.

**Educational and training experience** (last five years only): List PhD students (active and graduated), Master’s students, mentoring of undergraduate students, special teaching activities and curriculum development activities.

**Checklist**

Proposals must be submitted via our online submission system as a single PDF and contain the following:

Signature Page(s)

1-page Title Page and Summary

4-page project description

1-page budget and budget justification

Additional pages including citations, current/pending funding and biosketches

**Each complete proposal must be uploaded onto our online submission site by 5pm, March 20, 2020:**

[**http://bit.ly/2qsry8t**](http://bit.ly/2qsry8t)