

PEDAGOGIC CONFERENCE GRANTS (T&L GRANTS)

NAME _____ DATE _____

CONFERENCE _____

CONFERENCE LOCATION _____ DATES _____

BUDGET :

Conference Fees \$ _____

Travel (Mode) \$ _____

Lodging \$ _____ # nights _____

Meals \$ _____ # days _____

Other (Specify) \$ _____

TOTAL \$ _____ TOTAL PCG (T&L) FUNDS REQUESTED _____

HOW WILL ATTENDANCE AT THIS CONFERENCE IMPROVE INSTRUCTION AT OWU?

Please submit a proposal (preferably no more than 1000 words) in written and electronic form that contains the following information:

1. What do you hope or expect to learn from the conference? Be as specific as possible.
2. How do you plan to use the information to improve your teaching? Again, be as specific as possible. What are your goals or objectives in particular courses?
3. How might you make this information available to colleagues in your department, division, or the university as a whole?
4. What PCG or T&L Grants have you received in the past five years? Please specify dates, purpose, and amounts.
5. What academic or scholarly conferences have you attended in the past five years? Please specify dates and locales.

TLCCP ACTION _____ DATE _____

A final report must be submitted (in written and electronic form) to the Office of Academic Affairs within one year after the conference (and before the submission of another grant application). The report should specify how you have applied what you learned at the conference to your teaching in at least one course. It should also indicate what steps (if any) you have taken to disseminate this information to other faculty members, perhaps through a presentation to the Teaching Circle or a contribution to the on-line Teaching Center.

Funds approved may be taken as a cash advance or reimbursement.

PEDAGOGIC CONFERENCE GRANTS (T&L GRANTS)

COMMITTEE ON TEACHING, LEARNING & CROSS-CULTURAL PROGRAMMING

Pedagogic grants are intended to provide assistance for members of the faculty to attend conferences and workshops where improvement of teaching undergraduates is the primary concern. Since several professional societies now include teaching sessions in national and regional meetings originally devoted to scholarship and research, the committee will consider proposals for these meetings provided the question of undergraduate education is explicitly addressed. PCG and T&L grants may be combined with the normal Ohio Wesleyan faculty travel funds providing the following guidelines are met:

GRANT GUIDELINES:

1. Eligibility: All regular full-time faculty and continuing part-time faculty.
2. Faculty members are encouraged to attend events which will aid them in helping undergraduate students learn more effectively. The conference should be focused on how to improve instruction -- methods, design, evaluation, teaching skills, theory, preparation of materials and the like -- rather than on the acquisition of new or additional knowledge of subject matter unless the applicant can show that such acquisition has immediate, practical, and demonstrable effect on instruction at Ohio Wesleyan.
3. Normally, what is learned at the event should be applicable to at least one course to be taught within the following two semesters.
4. Application forms may be obtained from the Office of Academic Affairs (UNIV 107). Deadlines for the receipt of applications are as follows: October 31st, February 1st, and April 15th. The TLCCP committee will review applications after each of these deadlines. Successful applications must respond to the above guidelines and detail the budget (including transportation, per diem and conference fees). Applications may be submitted before the scheduled event and up to four months after attendance within the same fiscal year. A copy of the conference program should be attached. Completed applications are to be returned to the Office of Academic Affairs.
5. Grant recipients may receive partial or full reimbursement for expenses. The committee will determine the amount based on various criteria including the initial proposal and final reports from previous grants.
6. The committee is aware that more pedagogical panels or workshops are being offered by many disciplinary associations. Because of these growing opportunities, and the corresponding increase in applications for travel funds, the committee is forced to be more discriminating in allocating the grant funds. It may defer action on proposals from individuals who have already received a PCG or T&L travel grant in the same fiscal year.
7. Forms (both written and electronic) should be sent to Ms. Karen McNeal in the Office of Academic Affairs (ksmcneal@owu.edu).