



CETL DISCIPLINE CONFERENCE GRANT REQUEST

PURPOSE: to support attendance by faculty and academic instructional staff at national discipline or field related conferences that also offer CETL, SoTL or teaching/learning related sessions supporting quality teaching/learning within a specific discipline.

GRANT AMOUNTS:

- \$100-\$500 grants available;
- limit \$500 total per staff member per academic year for one or more discipline related conferences;
- ongoing grant application process until funding exhausted beginning September 23, 2009

GRANT REQUIREMENTS:

- Provide documentation that faculty or academic instructional staff member will be attending a national discipline based conference in their field; provide details including name of conference, field, dates and specific sessions available specifically related to teaching/learning issues within the field
- Identify which 2 (TWO) sessions the grant applicant will commit to attending at the conference that are CETL, SoTL or teaching/learning related in the disciplinary field; names of sessions, presenters, times required as part of grant application
- Comply with all forms and procedures established by CETL for proper TER reimbursement; grant monies will be provided via TER process after the conference; documentation of attending teaching/learning sessions at disciplinary conference must be provided via Summary document sent to Director of CETL including (1) content of session; (2) specific teaching/learning insights gained through session; (3) specific intended changes to your teaching/learning as result of session; if no changes, explain why
- All CETL Disciplinary Grant Recipients must agree to present their insights/findings at a CETL Brown Bag Series in same academic year or the following academic year after receipt of grant.



CETL DISCIPLINE GRANT PROPOSAL FORM

Applicant must complete fully, obtain necessary signatures and submit to CETL in McCaskill 124 or to cetl@uwsuper.edu

Applicant's Name/Title: _____

Academic Department and Discipline: _____

Rank: _____

Previously received a CETL Discipline Conference Grant? _____

If yes, when? _____ ; for which conference?

National conference to be attended, in what disciplinary field:

Conference title: _____

Disciplinary field: _____

Conference dates: _____

Conference location: _____

Title of CETL, SoTL or Teaching/Learning sessions to be attended while at the conference (2 required at minimum):

Please ATTACH copy of program for conference with intended sessions highlighted.

Budget: State what expenses the grant would be used for; approved categories include travel (air fare, cab fare, car rental, etc.), lodging (hotel with receipt), meals/food (with receipts), registration fees (with written documentation).

Matching Funds: Are you receiving any other funding support from other campus grants (ie., Faculty or Academic Staff Development Grants, departmental funding ,etc.)? _____

If yes, describe source and amount:

Total CETL Discipline Grant Request (\$100-\$500): _____

How will this grant help you enhance your teaching and learning within your field/discipline? Give a detailed explanation as to how you intend to incorporate the ideas into your classes:

All CETL Disciplinary Grant recipients must agree to present their insights/ findings at a CETL Brown Bag Series.

I agree to this requirement. _____

(signature)

Applicant Signature

Date

Department Chair Signature

Date

CETL Director Signature

Date

Return completed CETL Discipline Grant Proposal Form to:
CETL Office, McCaskill 124, UW-Superior
PO Box 2000, Superior, WI 54880