



## Assessment Mini-Grants 2022-23 Call for Proposals

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The University Assessment Council invites applications for assessment project mini-grants. These grants are available for **faculty and staff** to support assessment projects that promote improvements in teaching, learning, program delivery, and curricular enhancements. \$15,000 will be awarded in individual grants of up to \$1,000 for FY 2023.

### *Purpose*

UNC's strategic vision, [Rowing, Not Drifting 2030](#), emphasizes a students-first approach with a strong focus on equity and inclusion. The Assessment Council supports the university's goals and priorities by funding projects and initiatives designed to improve or enhance student learning and other student outcomes as an important measure of student success.

Assessment mini-grant proposals should address one or more of the following areas:

1. Program Level Learning Outcomes Assessment – Examples of possible projects include but are not limited to:
  - Investigating equity gaps in student outcomes and implementing strategies for reducing those gaps
  - Assessing the impact of program improvement strategies on student learning outcomes, retention, and/or graduation rates
  - Revising a program's curriculum or structure based on previous assessments or to align with new/revised learning outcomes
2. Course or Activity Level Learning Outcomes Assessment – Examples of possible projects include but are not limited to:
  - Assessments of learning outcomes in different modalities (face-to-face, online only, mixed)
  - Assessing the impact of changes focused on improving DFW rates in a single course
  - Developing or revising assessment methods used across multiple courses or activities (course-embedded assignments, exams, portfolios, etc.)
  - Piloting and evaluating the impact of inclusive assessment methods in a course or activity
3. Assessment Methods – Examples of possible projects include but are not limited to:
  - Developing/refining and testing rubrics for assessing learning at the course, activity, or program level
  - Evaluating reliability and validity of multiple-choice tests
  - Implementing and evaluating a new data collection strategy (e.g., using Canvas)

While all assessment-related proposals will be considered, additional points will be offered to proposals that meet the following priorities:

1. Proposals from new applicants who have not previously received an assessment mini grant.
2. Proposals that are directly tied to the [Students First Framework](#) (e.g., improving retention and/or graduation rates, increasing student sense of belonging, etc.).

Information about previously funded projects is available here: [Past Assessment Mini-Grant Projects](#).

### *Eligibility Requirements*

- Faculty and staff on contract during FY 2023 (July 1, 2022-June 30, 2023).
- Any department or program that has student learning or development as part of its mission.
- Individuals or teams may apply. Students may participate as team members; however, a faculty or staff member must actively serve as the PI for the project.
- Individuals may submit only one application on which the individual will serve as the PI. There are no restrictions on the number of applications on which an individual may be listed as a team member. The PI must be an active participant in the assessment project.

### *Award Requirements*

Successful applicants are required to complete the following activities at the conclusion of the project:

- Submit a brief (no more than 5 pages) report describing the project, its outcomes, and how the results were or will be used. Due to the Division of Academic Effectiveness by August 31, 2023.
- Give a poster presentation about the project at the 2023 UNC Teaching and Assessment Symposium. Presentations can discuss in-progress or completed projects. An abstract request will be sent in early spring 2023.
- Post project report, poster file, and supplemental materials to the [Teaching and Assessment Symposium Event Community](#).

### *Allowable Costs*

The grant may be used to fund any expense allowable under UNC fiscal policy. Please note that costs associated with official functions, personal service agreements, and/or travel must meet current UNC policies for these expenses. Examples to consider include the following:

- Assessment books, resources, or instruments
- Assessment planning retreat(s)
- External consulting from disciplinary experts in assessment
- Hourly student employment to assist with data collection and/or analysis
- Faculty/staff development resources

The award of funds is a contract between grant recipients and the university. All funds must be expended by the end of Fiscal Year 2023 (June 30, 2023). Deviations from the proposed use of funds must be approved by the Assistant Provost for Academic Effectiveness in advance of the change.

### *Proposal Process and Deadlines*

Provide a written proposal that includes the following:

#### Cover Page

- Applicant or team leader's name, title, and contact information
- Applicant's department or program
- Name, title, and department or program of other team members if applicable
- Project title
- Signatures: Applicant/team leader, Chair or Director, Dean/AVP (electronic signatures okay)

#### Narrative (10-page limit)

The narrative should address the following:

1. The purpose of the project and its goals (be sure to explicitly describe how the project addresses one or more of the three assessment areas described above (program assessment, course assessment, assessment methods). **6 points**

2. Description of the project including the specific tasks and activities that will be completed along with a timeline for completion. **12 points**
3. Description of a plan for sharing and using the results. **6 points**
4. A budget and budget narrative that explains why the expenses described in the budget are necessary and appropriate for completing the project. Describe any additional funds that will support the project if applicable. **6 points**
5. Priority Points – **3 points** (one point for priority area 1 and two points for priority area 2)

Sample Budget

Description	Amount
5 copies of book <i>Assessing Academic Programs</i> (5 @ \$25.00/copy)	\$125
Hourly wage for graduate student to collect and organize assessment documents (\$15 x 50 hrs)	\$750
Faculty assessment summer retreat (Official function – 6 people @ \$15 per person)	\$90
Total	\$965

See rubric at the end of this document for more details about the scoring criteria.

Proposals should be submitted by April 6, 2022, for priority review. Proposals submitted after that date will be considered until all funds have been awarded.

Proposals may be submitted electronically to Kim Black, Assistant Provost for Academic Effectiveness, at [kim.black@unco.edu](mailto:kim.black@unco.edu).

## Assessment Mini-Grant Scoring Rubric

<b>Assessment question or topic</b>	Proposal does not address an assessment question or topic related to curriculum, pedagogy, learning, or program delivery.	Proposal addresses an assessment question or topic related to curriculum, pedagogy, learning, or program delivery but has limited potential for positively impacting student success.	Proposal addresses an assessment question or topic related to curriculum, pedagogy, learning, or program delivery, and has the potential for significant positive impact on student success.
<b>Project description</b>	Proposal does not provide a clear description of the project.	Proposal provides a description of the project but lacks details.	Proposal provides a detailed description of the project.
<b>Purpose and goals</b>	Project is not intended to improve curriculum, pedagogy, learning, or program delivery.	Project may contribute to improving curriculum, pedagogy, learning, or program delivery, but improvement is not the primary purpose.	Project's primary purpose is to improve curriculum, pedagogy, learning, or program delivery.
<b>Description of tasks and activities</b>	Proposal does not provide an adequate description of tasks and activities to be completed.	Proposal provides a description about tasks and activities but has some gaps.	Proposal provides a detailed description of the tasks and activities to be completed.
<b>Quality of tasks and activities</b>	Tasks and activities are not well-aligned to the purposes and goals of the project.	Tasks and activities are adequately aligned to the purposes and goals of the project.	Tasks and activities are well-aligned to the purposes and goals of the project.
<b>Timeline</b>	The timeline is not appropriate to ensure completion of the project within the funding period.	The timeline is likely to be completed within the funding period.	The timeline is well-designed to ensure the project is completed within the funding period.
<b>Sharing results</b>	No plan for sharing results is provided.	A plan for sharing results is provided but is vague or only includes required presentations and submissions.	A detailed plan for sharing results is provided that describes plans for internal and/or external communication of results beyond the required presentation and submissions.
<b>Using results</b>	Limited or no information is provided about how results will be used.	Proposal indicates results will be used but does not provide details.	Proposal describes in detail how the results will be used.
<b>Budget</b>	Budget request is not appropriate to the project's purpose and goals.	Budget request is adequately aligned to the project's purpose and goals.	Budget request is well-aligned to the project's purpose and goals.
<b>Budget narrative</b>	Budget narrative does not provide a sufficient rationale for how funds will be spent.	Budget narrative provides a rationale for how some funds will be spent but lacks some detail.	Budget narrative provides a clear rationale for how all funds will be spent.
<b>Priority 2</b>	Proposal does not describe how project contributes to the Students First Framework.	Proposal references the Students First Framework but does not explicitly describe how project would contribute.	Proposal explicitly describes how the project would contribute to the Students First Framework.