

Course Development Grant for Courses in Gender

This grant is especially intended to encourage the development of courses that have gender as their primary organizing structure and theme. Courses can be in any discipline. Courses should that take up questions of gender more broadly than a focus on women will be given preference. In other words, proposals with an emphasis on masculinity, gay, lesbian and queer theory, issues of transgender, and/or a mix of these are most desirable. Any course developed using this grant will be cross listed in Gender Studies and must be offered at least twice.

Those submitting a course development grant proposal should clearly label their proposals as a Gender Course Proposal. Applicants may consult with Pamela Wojcik, Director of Gender Studies, before submitting proposal.

A materials grant up to **\$3,500** will be available for the initial stages of preparing a new course, or substantially revising an existing one. Materials grants can be used for teaching materials, supplementary travel, or research (e.g., books, subject payment). Teaching and Research faculty and full-time members of the Special Professional faculty are eligible to apply. A letter of support from the chair of the applicant's department must be attached to proposals for this initiative.

Application Guidelines for Course Development Proposals

Deadline date: November 13, 2009

Submit hard copy to ISLA director at **101 O'Shaughnessy Hall**.

A. Sections of the Proposal.

- A project description (limit: four single-spaced or eight double-spaced pages)
- A detailed budget. Be sure to include an itemized budget with a justification for the proposed expenses.
- Abbreviated *curriculum vitae* (2 pages only)
- A letter of support from department chair. For linked courses or learning communities, a letter from the chair of each participating department is required.
- [Click here for Cover page](#)

Project Description:

- A project description (limit: four single-spaced or eight double-spaced pages)
- Perceived need for the course in Gender Studies.
- Requirements the new course would fulfill.
- How it would differ from current offerings in Gender.
- Teaching methods, including media and other resources to be used.

- The target student population and its prerequisite knowledge.
- The optimal class size and projected enrollment goals.
- The course's focal point.
- Plans for advertising the course.
- Describe how the development of this course is beyond the normal scope of your responsibility as a faculty member.
- Abbreviated curriculum vitae (two pages only). Include the following information: education, employment history, a list of courses you have taught and research you have published in the area of the new course, and a list of any Notre Dame internal funding previously awarded to you. Keep in mind that faculty who are not specialists in your particular discipline will review your proposal; therefore, avoiding overly technical language will strengthen your proposal.
- A letter of support from department chair. For linked courses or learning communities, a letter from the chair of each participating department is required.
- Itemized budget

B. Review Criteria; these issues should be explicitly addressed in the project description and budget justification:

- **Intellectual Merit:** How important is the proposed course to furthering knowledge and understanding within its field and possibly across different fields? How does the proposed course fit into the faculty member's long-range teaching plans? Does the project explore and/or suggest creative and original ideas? How well is the idea conceived and organized?
- **Impact:** Does the proposed course contribute well to the curriculum of the college, major, or concentration? To what extent will the activity promote teaching and learning?
- **Methods:** Are the proposed teaching methods and materials to be used clearly described?
- **Need:** It is important to the review process that there is evidence that the project require funding beyond the normal scope of a faculty member's responsibility.