

**College of Liberal Arts and Sciences**  
**Center for Distance and Online Learning**

**Distance Learning Curriculum Development Grants**

The purpose of the Distance Learning Curriculum Development Grant program is to build the number and quality of credit-bearing LAS course offerings that specifically target a distance or part-time student audience. Seed money for these grants will enable programs in the College of Liberal Arts and Sciences to: 1) increase the number of asynchronous courses available to the college's distance and part-time student audience by converting or developing key online courses for asynchronous delivery; 2) move existing degree programs and certificates to online or hybrid delivery for a distance audience; and 3) develop new online degree or certificate programs, primarily at the graduate level. The overall objective is to increase the total student credit hours delivered asynchronously to distance and part-time students. We also aim to improve the quality and rigor of credit-bearing course offerings delivered at a distance such that these courses and programs appeal to a broader regional or national audience.

Proposals are being solicited for two grant programs:

**Course Development Grants**

These grants target the conversion of existing undergraduate or graduate courses to online asynchronous delivery. Eligible courses include 300- 400 undergraduate and graduate courses only. The college will provide up to \$5,000 (based on a 3-credit course) to the department and up to \$3,000 to CDOL to provide development assistance. If the development costs exceed the \$3,000, the additional costs will be recovered from course revenue once any delivery costs are paid. The department will have one year to make the conversion to asynchronous delivery. Departments will agree to a rotational plan and will offer the course at least three times to satisfy the grant.

Proposals must contain the following information:

- Course to be adapted for a distance audience
- Course description
- Specific audience to be served
- Indicate how this course will benefit your audience, as well as the distance education efforts of your department/program and the LAS college
- Proposed course rotation plan
- Instructor name, rank, department, and contact information
- A detailed description of the type of assistance requested from the LAS Center for Distance and Online Learning
- Letter of support from the department/program chair

## **Master's Certificate or Degree Program Development Grants**

These grants target the conversion of existing graduate certificate or degree programs to asynchronous delivery and/or the development of new certificate or master's degree programs that serve a distance audience. The college will provide up to \$5,000 per course to the department for development of four core courses for a certificate or degree program. CDOL will receive \$3,000 per course to provide assistance. If development costs exceed \$3,000, the additional costs will be recovered from the course revenue once any delivery costs are paid. The department will have three years to make the complete conversion to asynchronous delivery for a degree program or two years for a certificate program. Departments will agree to a rotational plan to ensure that students have access to all courses in the program in a timely manner. The department will be expected to offer the course at least three times to satisfy the grant.

Proposals must contain the following information:

- Certificate or degree program to be converted or developed for a distance audience
- Department name
- Brief description of the certificate/degree program
- Specific audience to be served
- Indication of how this course will benefit your audience, as well as the distance education efforts of your department/program and the LAS college
- Proposed three-year course rotation plan
- Course numbers, titles, descriptions, instructor names and contact information
- Detailed description of the type of assistance requested from the LAS Center for Distance and Online Learning
- Letter of support from the department/program chair

Please submit completed proposals via e-mail to:

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