



Request for Curriculum Development Proposals Alaska IDeA Network of Biomedical Research Excellence (Alaska INBRE)

Announcement Date:	February 3, 2020
Submission Date:	March 29, 2020 5 pm AKST
Awards Announced:	mid-April 2020
Award Period:	June 1 – July 31, 2020

BACKGROUND

The Alaska IDeA Network of Biomedical Research Excellence (INBRE) is supported by a grant from the National Institutes of Health. An objective of the Alaska INBRE Research Training Core is to expand curricula in biomedical and health areas across the University of Alaska system. Accordingly, Alaska INBRE is announcing a request for proposals on biomedical and health sciences curriculum development. For the purpose of this announcement, curriculum development refers to development of appropriate learning/teaching methods and materials, as well as appropriate assessment methods and materials, for modules within existing courses. Funds may be requested to pay faculty salary (at their existing rate) for 2-4 weeks of time and effort spent on curriculum development. Priority will be given to proposals in the following areas: (1) proposals that enhance content within the core curriculum, (2) proposals for courses that fulfill general education requirements (e.g. BIOL 100X at UAF) and that could introduce a diversity of students in the early stages of their academic career to biomedical science, and (3) proposals that utilize pedagogical approaches to support and encourage participation of underrepresented students in biomedical science. Applicants are encouraged to discuss their plans with the department chair and/or dean, especially if the proposal requires adjustments to their workload.

ELIGIBILITY

Applicants must be full-time faculty at a UA campus; adjunct faculty are not eligible but may collaborate with an eligible faculty member. The proposed curriculum development may apply to any UA course or program for which inclusion of biomedical and health topics is appropriate.

AMOUNT & DURATION OF AWARD

Alaska INBRE Curriculum Development Awards will pay faculty salary (at their existing rate) for 2-4 weeks of time and effort spent on curriculum development, as well as up to \$8000 for supplies and services required for the curriculum development effort. The maximum award amount will be \$15,000. Funds must be expended between May 10 and July 31, 2020. Amounts requested will vary; Alaska INBRE estimates that 4-6 proposals could be funded across the UA system.

APPLICATION INSTRUCTIONS

A complete application will consist of a **single PDF document** that includes all of the following sections. The page limit for sections 1 through 3 is 3 pages.

Section 1: Introduction

Short Descriptive Title (Max 100 characters). Faculty name, title, MAU, address, phone number, and email. Requested salary plus benefits cost.
Anticipated dates for salary payment.

Section 2: Description of Curriculum Development

Give details of the proposed curriculum development. What biomedical and/or health topic(s) will be covered? Will the topic(s) be the subject of a module within an existing course (indicate course designator, number, title) or a new course (indicate proposed course designator, number, title)? What learning/teaching methods, activities, and materials will be used? What are the expected learning outcomes? What assessment methods and materials will be used?

Section 3: Rationale and Impact

Give a brief explanation of why the particular topic(s) warrants the curriculum development effort. How will achieving the intended learning outcomes benefit the students (e.g., enhanced subject competency, greater preparedness for future coursework, etc.). Will coverage of the proposed topic fill a significant gap in the current course offerings? How many students are likely to be impacted by the proposed curriculum development? If a module is being developed for an existing course, what is the usual enrollment in the course and how frequently is the course offered? If a new course is being developed, what is the expected enrollment and frequency of offering for the course?

Section 4: Literature cited – Please attach any needed references. Applicants are encouraged to use and name research-based approaches to learning/teaching.

Section 5: Budget – Submit a detailed budget including all anticipated costs. Curriculum development costs may include salary + benefits, services and supplies. No funds will be provided without a detailed budget.

Section 6: Previous INBRE support – If prior support has been received, indicate the number of awards, total amount, and a 1-page description of the outcomes.

Submission

Applicants should prepare text documents using any word processing program and then convert those files to a single .pdf document before submission via Google Forms via the INBRE website at www.alaskainbre.org/.

PDF FORMAT REQUIRED

Save all files as follows: faculty member last name_MAU_Month_Year_CDApp. Example: Smith_UAS_March_2020_CDApp. If you do not receive an acknowledgement email within 2 business days, please contact Alaska INBRE at ua-akinbre@alaska.edu to confirm receipt of your application.

SPECIFIC INSTRUCTIONS REQUIRED FOR SECTIONS 1 to 3 [Page limit: 3 pages for sections 1 to 3]

Font: Use an Arial, Helvetica, Palatino Linotype, or Georgia typeface, a black font color, and a font size of 11 points or larger. (A Symbol font may be used to insert Greek letters or special characters; the font size requirement still applies.) Type density, including characters and spaces, must be no more than 15 characters per inch. Type may be no more than 6 lines per inch.

Page Margins: Use at least one-half inch margins (top, bottom, left, and right) for all pages.

Page Formatting: Use only a standard, single-spaced, single-column format for the text. Number all pages sequentially and centered at the bottom of each page.

Grantsmanship: Use English and avoid jargon. If terms are not universally known, spell out the term the first time it is used and note the appropriate abbreviation in parentheses. The abbreviation may be used thereafter.

REVIEW PROCEDURES

1. The INBRE Research Experiences Core Co-Directors lead and 2 *ad hoc* reviewers will review the proposals and score them based on the review criteria listed below, using the standard NIH scoring scheme (1=exceptional; 2=outstanding; 3=excellent; 4=very good; 5=good; 6=satisfactory; 7=fair; 8=marginal; 9=poor). Applications will be ranked and those scoring an average of very good or better will be recommended for funding, as long as sufficient funds are available.
2. Applications recommended for funding by the reviewers will be presented to the INBRE Management Advisory Committee for a final funding decision.
3. Applicants will be notified by mid-April if their proposal of recommended for funding. All applicants will be provided brief feedback regarding the strengths and weaknesses of their proposals.
4. Review Criteria: The degree to which the proposal:
5. Clearly articulates the significance of the topic(s) chosen for the curriculum development project.
6. Demonstrates that the proposed methods, activities, and materials constitute a well formulated approach to learning and teaching.
7. Clearly articulates the expected learning outcomes of the module or course that will be developed.
8. Clearly describes the assessment methods and materials that will be used.
9. Provides evidence that the proposed learning/teaching methods, activities, and materials constitute an innovative approach to higher education. Use of research-based practices are encouraged.
10. Provides evidence that the proposed assessment methods and materials constitute an innovative approach to higher education. Use of research-based practices are encouraged.
11. Clearly articulates the expected impact of the proposed curriculum development project (filling a current gap in topics covered and/or serving a significant number of students).

AWARD CONDITIONS

Curriculum Development Award recipients will:

1. Provide Alaska INBRE with a 2-page summary of the biomedical and/or health module or course developed by the awardee and examples of the teaching and assessment materials developed. The summary and associated materials are due ~September 2020, must include a summary description of learning/teaching methods and materials and a copy of all documents (e.g., lecture slides and outlines, syllabus, examination questions and answer keys, course evaluation/assessment survey questions). This 2-page summary must submitted via the INBRE reporting database: <https://informareporting.com/> Since INBRE is a statewide program, these summaries of curriculum development will be shared throughout the UA system with faculty who teach similar courses. Awardees are asked to be receptive to requests from fellow UA faculty members to share developed curriculum materials beyond the 2-page summary.

2. Agree to teach or oversee the course or module that uses the new materials at least twice. Provide a schedule for which semesters the new curriculum will be delivered. For new courses, provide a timeline for proposing and offering the course as a special topics or trial course. Submit schedules and/or timelines via the INBRE reporting database.
3. Provide Alaska INBRE with an annual, 1-page report on delivery of the biomedical and/or health module or course developed by the awardee. The report will indicate when the module/course was delivered, the number of students who participated, and a brief summary of elements that worked and those that didn't (indicate how the latter will be modified). Reports are due May 1 each year of 2021 through 2024 via the INBRE reporting database.
4. As a recipient of INBRE funding, you will be required to comply with NIH guidelines and obtain an eRA Commons account (if you do not currently have one). You will be asked to provide your eRA Commons Username/ID when reporting to INBRE.
5. Properly cite Alaska INBRE and the NIH in all research presentations and publications using the following language: Research reported in this publication was supported by an Institutional Development Award (IDeA) from the National Institute of General Medical Sciences of the National Institutes of ***Health under grant number 2P20GM103395. The content is solely the responsibility of the authors and does not necessarily reflect the official views of the NIH.***

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