

OFFICE OF THE VICE PRESIDENT FOR ACADEMIC AFFAIRS
GUAM COMMUNITY COLLEGE

AVP SAGA GUIDELINES AND APPLICATION FORM

For Innovative Approaches that Improve Practice in Course Assessment and/or Research

What is the AVP SAGA? AVP SAGA stands for *Academic Vice President's Small Assessment Grant Award*. It is a newly created incentive program developed by the Academic Vice President to provide monetary rewards to departments or faculty members who come up with innovative approaches that improve practice in course assessment to enhance student-learning outcomes. It also serves as an incentive for individual faculty members who are willing to engage in small assessment research projects, not covered under course assessment.

General Information

This Request for Proposal (RFP) will provide funding for department(s)/individual(s) that promise innovative approaches or improved practice in course assessment. Assessment is a process of describing and documenting progress toward identified educational goals or outcomes for the purposes of improving student learning experiences and academic performance and determining program effectiveness. The RFP invites departments or individuals to submit proposals that support:

- The continued development of course assessment initiatives that focus on enhancing student learning using authentic assessment methodologies;
- Engagement in research that addresses knowledge gaps as identified in the WASC 2006 Evaluation Report such as:
 1. Expanding assessment approaches to include studying and researching concerns related to identifying and meeting educational needs of students and the possible disproportionate impact of policies and practices on specific students.
 2. Adopting a systematic process of updating and revising curriculum to maintain currency even when curriculum is not being scheduled.
 3. Developing a system for the inclusion of an assessment based analysis of competency levels appropriate for various programs.
 4. Developing college-wide programs or efforts to promote greater student understanding between groups and to promote a general appreciation of the value of diversity of students.
 5. Developing assessment efforts that focus on the educational needs of the broad range of age and life experiences of students of both day and evening students, and younger as well as older students.
 6. Integrating meaningful participation of adjunct faculty into the assessment process.
 7. Utilizing data from the COMPASS instrument to inform the college about the academic needs of students or to help in planning course offerings and scheduling of courses.

Amount of Awards: \$500.00 to \$1,000.00, ranging in duration from one to two years. No budget is required.

Proposals will be reviewed twice during the academic year with the deadline for submission indicated in the proposal submission section of this RFP.

Guidelines:

Proposal format: All proposals must be submitted by electronic copy in the following format:

- Name of department or individual requesting funds to develop project
- Provide a brief abstract of the proposed project (at least 100 words)
- Describe the project including the following:
 - Purpose of project/Timeline
 - Intended outcomes of the project
 - Assessment method(s) that will be used in the project. (For course assessment, methods might only include reflective direct measures of learning such as student essays, videotaped presentations, paper or electronic portfolios etc.).
 - Data analysis to be employed
 - Evaluation and dissemination of the results. Please note that a final written report must be submitted within 30 days of completion of project.

Deadline for Submitting Proposals

For the Spring semester 2009, all proposals must be submitted to the Academic Vice President's Office via Joseph Benavente (joseph.benavente@guamcc.edu) no later than March 15, 2009. Electronic submissions are encouraged.

Proposal Review

Proposals will be reviewed twice during the academic year with specific deadlines. A proposal review panel will critique all proposal submissions and make recommendations for funding award.

Award Announcement

Proposal award announcement will be made immediately. Upon approval of proposal, 50% of grant amount will be awarded immediately. The other 50% will be paid upon submission of the closeout report.

Questions and Inquiries

All questions and inquiries regarding the proposal process must be directed to Joe Benavente @ joseph.benavente@guamcc.edu or telephone 735-5641.

AVP SAGA APPLICATION FORM
Innovative Approaches in Course Assessment and/or Research

Applicant Information

Name:

Department/Unit:

Telephone Contact:

Email Address:

Project Information

Title of Project:

Target Class/Research Area:

Project Start Date:

Project End Date:

Total Funding

Requested: \$

Applicant's Signature: _____ **Date:**

- Provide a brief abstract of the proposed project (at least 100 words)
- Purpose of project/Timeline
- Intended outcomes of the project
- Assessment method(s) that will be used in the project. (For course assessment, methods only include direct measures of learning such as student reflection essays, videotaped presentations, paper or electronic portfolios etc. TracDat training is also necessary.)
- Data analysis to be employed
- Evaluation and dissemination of the results.

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Project Recommended for Funding: Yes _____ No _____

Signature: _____ **Date:** _____
Project Review Panel Chairperson

Total Amount of Funding Approved: \$ _____

As announced during the Professional Development Day activities, the Academic Vice President has created an incentive program called the Academic Vice President's Small Assessment Grant Award (AVP SAGA). This incentive program provides honorarium to departments or faculty members who come up with innovative approaches that improve practice in course assessment to enhance student-learning outcomes or engage in assessment research projects that are not covered under course assessment. Awards range from \$500.00 to \$1,000.00, and no budget is necessary. Direct your inquiries to Joe Benavente at 735-5641, or email him at joseph.benavente@guamcc.edu. Download the AVP SAGA guidelines and application form.