

Graduate Studies Online Course Services Mini-grant

The Center for Teaching and Learning (CTL) and Office of Graduate Studies invite faculty to submit their applications for our initiative in improving online and hybrid courses for graduate students. A 2023 report on graduate students found 82% of graduate students sought online (39%) or hybrid (43%) programs.¹ The primary goal of this mini-grant program is to facilitate a collaborative approach to redesign graduate courses, ensuring that they maintain not only their academic rigor but also become more inclusive and conducive to graduate students' needs. We are recruiting faculty who want to tackle the specific challenges encountered within their graduate courses, with a particular emphasis on transiting to online modalities and achieving Quality Matters® certification.

Application due date: April 12, 2024, 5 pm

[Link to application](#)

Program Outcomes:

- Increased offerings of high-quality graduate courses with online or hybrid modalities.
- Increased number of Quality Matters certified graduate courses.
- Increased faculty knowledge and skills to build and deliver online course components using inclusive practices geared toward graduate students.

Program Expectations:

The program will be a 6-month Faculty Learning Community and Course Redesign Mini-grant Program, primarily occurring during **Summer 2024**. As a participant, you will complete the following deliverables:

- A. Participate in a mini-grant program with synchronous and asynchronous modules on redesigning and transitioning your course online or hybrid. You will work with faculty mentors and instructional designers to identify the specific professional development that best aligns with your needs.
- B. Identify specific challenges faced by your course and propose strategies to mitigate these challenges and improve graduate student outcomes.
- C. Collaborate and meet with your faculty mentor and instructional designers to prepare and implement a course redesign that meets Quality Matters best practices.
- D. Redesign your course to ensure that it is more inclusive and supportive of diverse graduate student needs.
- E. [Participate in a QM Workshop](#) through the Chancellor's office if you have not previously, such as Improving Your Online Course (IYOC) or Applying the Quality Matters Rubric (APPQMR)
- F. Attend one synchronous session, date TBD in the beginning of summer.
- G. Complete deliverables within asynchronous modules by August 16.
- H. Produce a redesigned online course with mentor support by August 16.
- I. Prepare course to meet two general standards (alignment and accessibility) of the Quality Matters QM rubric Higher Education (7th Edition) by August 16.
- J. Additional funding is available upon completion of preparing your course to meet standards based on the Quality Matters QM rubric Higher Education (7th Edition), participating in the informal and/or formal reviews of your course, and acquiring QM Certification.
- K. Complete a Culminating Portfolio and Participate in the Culminating event in December 2024.

¹[2023 Graduate Student Recruitment Report, Ruffalo Noel Levitz, LLC.](#)

Funding & Support:

Participants will receive support from the CTL staff, faculty mentors, and student assistants. Upon completion of all deliverables, each participant will receive **\$3500** in additional employment (FERP and Retired Annuitant faculty ineligible). Participants who attain informal **and** formal QM certification of their course will receive an additional **\$500** per **each** course certification.

Here is a [PDF of the entire application survey](#) in case you want to look at it in advance before filling out the electronic application. Please also [download the cover sheet](#) indicating you have support from your department chair and graduate coordinator that you are required to submit with the application.

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For questions about the application, please contact Tara Sharpp
(tara.sharpp@csus.edu)