

**DEVELOPMENT GRANT REQUEST**  
**Fiscal Year 2023**

*This document is also available electronically at <https://global.k-state.edu/faculty/grants/>.*

**To:** Department Heads, Deans and Center/Institute Directors  
**From:** Karen Pedersen, Dean of Global Campus  
**Subject:** Proposals for Online Course Development  
**Due:** **October 14, 2022**

K-State Global Campus requests proposals from K-State faculty and departments for the development of online courses. Proposals will promote innovation and excellence while also incorporating best practices and quality standards into teaching and learning and will recognize that the learner of today is a multi-faceted, lifelong learner looking for opportunities to fulfill knowledge gaps and immediately apply learning outcomes.

Through a market-focused investment process, the Global Campus Development Grant aligns with the mission of Global Campus to extend the university's intellectual resources through quality degree programs, lifelong learning, and professional development opportunities. The intent is to help direct the use of incentives and financial support toward courses and programs that closely align with priorities and strategic goals of the university. Units are encouraged to develop courses in areas of strength or niches that will remain sustainable and have commitment from the college for continued delivery.

**Priority will be given to proposals that:**

- Develop new, online courses focused on distance learners
- Reduce course gaps in online curricula or time to degree
- Focus on learner-centered scheduling (accelerated courses and multiple start dates during a year)
- Fulfill requirements in more than one degree program
- Expand learning opportunities in areas of university strength

**FUNDING**

The award amount will be \$3,000 per credit hour, with funding released at the time of award notification. Grant awards will be announced in December 2023. The proposal must include at least one full-time K-State faculty or staff member as a Principal Investigator (PI). Proposals must have the approval of the PI's department head and dean. The Global Campus dean's office will make final funding decisions in consultation with college deans and the provost.

**ONLINE COURSE DESIGN AWARD**

Through an additional review process, a \$5,000 Online Course Design Award will be given to the course(s) that provides high levels of impact on learning, innovation, engagement, accessibility, assessment, inclusivity, utility and alignment with course objectives. Faculty must indicate that they would like to be considered for this award when submitting their proposal.

## REQUIREMENTS

The PI is required to work with a Global Campus coordinator to complete the application form. Global Campus coordinators will assist with leading a needs assessment or market analysis for new course development as needed.

### Global Campus Coordinators:

**Julie Hunt** ([jhunt@ksu.edu](mailto:jhunt@ksu.edu)) – Arts and Sciences; Education; K-State Salina

**Ron Jackson** ([rdj7@ksu.edu](mailto:rdj7@ksu.edu)) – Agriculture; Business; Engineering

**Janice Nikkel** ([jnikkel@ksu.edu](mailto:jnikkel@ksu.edu)) – Architecture, Planning and Design; Health and Human Sciences; Veterinary Medicine; K-State Olathe

### Course Development

PIs or course developers are expected to consult with a K-State instructional designer for the planning and development of their projects. Instructional designers provide specialized expertise that supports quality teaching, learning pedagogy and accessibility as needed to ensure the project meets university standards.

*\*Note: based upon experience, 50-100 hours is the average amount of time instructors spend to develop an online course that meets high-quality web-based instructional standards. Additional time will be required to participate in relevant training, as needed.*

PIs for courses awarded funds will be required to enroll in a Global Campus Online Course Design Institute (OCDI). Faculty are required to complete all modules and milestones related to their grant-funded course.

OCDI Modules	OCDI Milestones
Teaching Persona, Philosophy and Practice	Teaching philosophy
Fundamentals of Online Teaching and Learning	Goals and objectives
Tools for Integrating Technology into Teaching and Learning	Course map
Student Success in Online Teaching and Learning	Welcome video
Assessment in Online Teaching and Learning	Syllabus and 25% of course developed

### Course Review

Each grant-funded course will be reviewed using a rubric to ensure quality standards are incorporated into the design, development and delivery of the course.

### Offering Frequency

Courses awarded grant funds must be offered a minimum of three times, with the first offering in Summer or Fall 2023. It is understood the college or department intends to continue offering the course in order to maximize the resources provided.