



**Date:** April 10, 2019

**TO:** ASC Executive Dean's Office  
All ASC Department Chairs & Directors  
All ASC Columbus Campus Faculty

**FROM:** Janet Box-Steffensmeier, Interim Executive Dean and Vice Provost

**SUBJECT:** Team-Teaching Grant Proposals

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I am pleased to issue again a call for grant proposals for new, interdisciplinary undergraduate team-taught courses in the College of Arts and Sciences, Columbus Campus. As the College of Arts and Sciences Strategic Plan states, "We will promote a spirit of collaboration and cooperation that embraces the diversity of scholarship in the College while at the same time recognizing the importance of maintaining our traditional areas of strength."

Team-taught courses, utilizing professors from different disciplines, programs or departments, provide innovative teaching and learning opportunities, promote the goal of interdisciplinarity in teaching, and encourage interdisciplinary research. These courses provide students with the broadest understanding of a liberal arts education by conveying within a single classroom the breadth of perspectives and interconnectivity that is inherent in academia and the world.

### **Definition**

For the purposes of this plan, a team-taught course is defined as collaborative teaching: Teaching partners are expected to collaborate on defining the objectives for the course, putting together the course materials, conducting the formal instruction of students, and evaluating student performance. Note that courses in which one faculty member of record convenes the course and invites one or more guest speakers to take part in the class are not considered team-taught courses. (Team-taught courses may, however, utilize outside speakers when appropriate in addition to the primary faculty members of record.) Moreover, for the purposes of this plan, *interdisciplinary* will mean that participating faculty instructors must be from demonstrably different disciplines, programs, or departments. Minimum enrollment levels for the initial offering will be governed by the offering instructors' TIUs, in compliance with Faculty Rule 3335-8-16(A).

### **Application Process and Course Review**

Proposed courses should be undergraduate (2000-4000-level) or dual career (5000-level) courses. The courses will be cross-listed and fully accredited within both instructors' departments. Once the courses have been approved by the respective departments, they should be submitted via curriculum.osu.edu in order to be reviewed by the appropriate Panel(s) of the ASC Curriculum Committee (as any other new courses). Each department has a Director of Undergraduate Studies or another faculty or staff administrator who is in charge of submitting courses for his/her unit (which includes helping faculty members in the department navigate the submission process). Interested faculty should work with these departmental curricular contacts to submit the course proposals via curriculum.osu.edu with all the usual appropriate documents necessary for the request at hand. (Departmental curricular contacts are familiar with the instructions in the ASC Curriculum and



Assessment [Operations Manual](#) and whenever necessary can always contact Bernadette Vankeerbergen, the Director of the Curriculum and Assessment Services, for guidance--[vankeerbergen.1@osu.edu](mailto:vankeerbergen.1@osu.edu).) In addition, the application for the Arts and Sciences team-teaching grants must include a rationale for and description of the course that highlights the following components:

1. its interdisciplinary nature;
2. an explanation of how the course will benefit students, how it will advance the participating departments' academic goals, and how it will fit into each department's curriculum (if the course will count within the major, an updated curriculum map will need to be provided as well);
3. an explanation of the added value that team teaching brings to the course;
4. an explanation of the form that team teaching in the course will take.

The application should be accompanied by letters of support from the chairs of participating departments describing how the course enhances their departments or programs. Specifically, the letter should provide departmental support for offering the team-taught course on a continuing basis once approved. The letter should also elaborate on the place of the course in the department's curriculum.

### **Grant Selection Process**

Once the curriculum review of the team-teaching course proposals is completed by the Panels of the ASC Curriculum Committee, I will charge the full ASC Curriculum Committee with reviewing the submitted interdisciplinary team-teaching course proposals for possible team-teaching grants. In the review of grant proposals, priority is given to courses that count toward the major, fulfill a GE category, or otherwise contribute to the core mission and learning goals of the offering programs. Up to 10 courses may be selected, ideally from a variety of disciplines to be funded for the initial year of instruction, after which time the expectation is that the course will become a regular part of each department's offerings, and should be offered at regular intervals of no longer than every two years. Faculty whose courses have selected will each receive one full-course teaching credit for their participation in the initial year of the team-taught course, and departments offering these courses will be compensated at the lecturer rate during the initial year to offset the cost of covering the departmental course that would otherwise have been taught by the team-teaching instructor. Please note the important distinction between curriculum approval of the courses by the Panels and approval of the team-teaching grants by the full ASC Curriculum Committee. Approval as a curriculum item does not necessarily imply approval for a team-teaching grant. Hypothetically, some courses might be approved to be taught as team-teaching courses but not be deemed compelling enough to earn a team-teaching grant.

### **Timeline**

Completed course proposals, including all of the required supplementary materials, **must have reached the ASCCAO (ASC Curriculum and Assessment Services) queue in [curriculum.osu.edu](http://curriculum.osu.edu) no later than, September 3, 2019**, with the expectation that approved courses will be first offered during the 2020-2021 academic year. Questions can be directed to Associate Executive Dean Steve Fink ([fink.5@osu.edu](mailto:fink.5@osu.edu)).