

# Elmhurst College

## Faculty Development Committee

### CALL AND GUIDELINES FOR DEPARTMENTAL INITIATIVE PROPOSALS ACADEMIC YEAR 2003-2004

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The Elmhurst College Faculty Development Committee invites proposals for grants to assist in funding departmental initiatives. Two grants up to \$2500 each are available.

Proposals should reflect a significant initiative affecting the entire department. The following are examples of such efforts:

- planning a new curriculum;
- developing an initial graduate program in the department;
- creating a program of international study for departmental majors;
- increasing the use of technology as a means of improving teaching within the department;
- developing an initiative across the department's curriculum that addresses diversity, writing, entrepreneurship, *etc.*

Applications should outline the proposed activity, identify specific costs, and detail the anticipated benefit to students and faculty. *Creativity is encouraged, as is consultation with the Faculty Development Committee.* An **information meeting** to discuss previous successful proposals and to answer questions about the proposal process is scheduled for Thursday, February 5, 2004 from 11:30-12:30 in the President's Dining Room of the Frick Center.

Proposals should either be submitted by the Department Chairperson, or be accompanied by a letter from the Department Chairperson endorsing the initiative.

Please submit proposals electronically no later than **March 8, 2004** to the Faculty Development Committee, c/o Earl Swallow, Chairperson ([earls@elmhurst.edu](mailto:earls@elmhurst.edu)).

**Please Note:** This document, copies of some funded past proposals, and other items related to the work of the *Faculty Development Committee* can be found at <http://www.elmhurst.edu/~fdc> .