

# REQUEST FOR PROPOSALS



## EMU Evaluating learning Grant

**Purpose:** The purpose of the EMU EGG is to promote excellence in academic and student affairs assessment at EMU. Funds may be used to defray the costs of attending a conference or workshop with a focus on assessing student learning outcomes in your area of interest. Alternatively, funds will be awarded for you to spend time consulting with EMU's Office of Institutional Research and Effectiveness about assessment in your department.

**Eligibility:** EMU faculty and Student Life program directors

**Funds available:** \$500

**Proposals due:** May 15, annually

**Award date:** July 1, annually

### **Proposal requirements**

*Proposals for attending a conference or participating in a workshop*

- Description of conference or workshop, emphasizing sessions about assessment;
- Knowledge, skills, and/or dispositions you expect to gain from your attendance; and
- Explanation of how you expect your attendance to contribute to excellence in assessment at EMU.

*Proposals for consulting with Institutional Research & Effectiveness*

- Description of current assessment expertise and activity in your EMU program;
- Your vision for the assessment of student learning and development in your program; and
- Explanation of how you expect the consultation experience to improve assessment in your program.

***Please limit the proposal to two double-spaced, typed pages.***

**Deliverables** (*due within 2 weeks of completion of the funded activity*)

*From conference*

- Description of assessment sessions attended
- Evaluation of the conference, considering your expectations
- Action items (How will you apply what you learned to assessment at EMU?)

*From workshop*

- Copies of assignments, worksheets, etc. produced during workshop
- Evaluation of the workshop, considering your expectations
- Action items (How will you apply what you learned to assessment at EMU?)

*From consultation*

- Depends on proposal. Examples might include: an assessment plan for your program; an assessment instrument; program objectives; a scoring rubric.

Please submit your proposal to BJ Miller in the Office of Institutional Research & Effectiveness via campus mail or email ([bj.miller@emu.edu](mailto:bj.miller@emu.edu)). Evaluation criteria are available upon request.