

I. **Cover**

II. **Abstract. Maximum length 300 words.**

The purpose of the project is to set-up a collaborative workspace where system Learning Technology Center (LTC) and/or Instructional Design (ID) individuals at UW colleges and universities can easily share and gather resources for use in their work related to faculty training and development. The project will allow collaboration across UW colleges and universities, creating and sharing training resources while increasing productivity for all that participate. The collaborative wiki workspace will focus on sharing faculty training resources focused on online and hybrid course design and delivery. The project will not only benefit Learning Technology Center (LTC) and/or Instructional Design (ID) individuals at UW colleges and universities by increasing job efficiency, but the output from these individuals will increase the competence and quality of instructors, ultimately benefiting students.

III. **Project Narrative. Maximum length: two double-spaced pages, with a 12 point font.**

The narrative must include the following sections:

- a. **Statement of Need/Problem. The proposal must clearly describe the problem/issue to be addressed during the project, and why it is important to address the problem/issue, particularly as it impacts students learning. Describe the innovative nature of the project. If practical, provide a measure of the scope of the project, e.g., number of courses, students, faculty affected.**

The purpose of the project is to set-up a collaborative workspace where system Learning Technology Center (LTC) and/or Instructional Design (ID) individuals at University of Wisconsin (UW) colleges and universities can easily share and gather resources for use in their work related to faculty training and development.

There is a need for this type of collaborative resource as each campus has different staff skills and demands. Many learning items and training content created by one college or university can be used at another. Sharing resources will increase efficiency across the system. It will also save time and money by allowing employees to focus on new initiatives and repurposing or refocusing existing resources instead of redeveloping a topic or gathering information that another may already have done. The students at respective universities will benefit as instructors would have access to more training, educational, and developmental materials.

The wiki would provide a searchable resource and knowledge base to help faculty developers, IDs and other LTC-type staff to provide information and resources to their instructors in a format that works for their needs. The primary focus of the content on the wiki will be in regards to training instructors regarding various issues pertaining to online and/or hybrid learning. Possible wiki content focuses around course design and delivery and could include topics such as collaboration, activity design, assessment, the QM rubric, plagiarism, copyright, technology including D2L, objectives, syllabus, rubrics,

content organization, etc.

The wiki will serve as a tool to gather and contribute materials, content, tips, resources, activities, templates, and learning objects, etc. from other UW colleges and universities that are used to train or inform instructors about various online and hybrid/blended learning techniques, pedagogies, technologies, etc. The wiki will include an area to survey contributors about what they would like to see built and/or future directions needed in their training of faculty at their institution (e.g., more advanced topics with corresponding learning objects and activities, or an updated and more extensive online course or learning modules). All items contributed to the wiki will be under creative commons license with exact details on this to be determined by the grant recipients (called project leads throughout this proposal).

The wiki will be different than other existing learning object repositories (such as Merlot) as it will be much more comprehensive and tailored to teaching and learning in online and hybrid courses while maintaining a focus on the practitioner. The wiki will provide some external links but, more so, tools, best practices, templates, learning objects, and more with additional information about how these resources can be used to help faculty teach online and hybrid course design. The items contributed to the wiki that have been developed then can be used by UW campuses LTC and/or ID individuals as is with faculty or to modify for their own courses, workshops, online trainings, etc. The wiki will allow for sharing such resources across the UW system in an effort to support and collaborate about best practices. The resources shared on the wiki will work well with Desire2Learn and other products the UW system supports. Overall, the wiki for this project will be more than a collection of resources but will provide useful tips with actual tools and presentations that can be used and integrated as deemed necessary by the user.

b. Activities & Work Plan

i. Description of significant project activities.

The project will be comprised of four phases: (1) project leads organize and set-up a wiki, (2) project leads contributing content to the wiki, (3) project leads advertise and encourage participation to the wiki from UW colleges and university Learning Technology Development Council (LTDC) and ID individuals, and (4) project leads synthesizing what is submitted and edited by wiki users into a usable format (as needed after wiki user edits) for LTC and/or ID individuals at UW colleges and universities to include in their faculty development resources as deemed necessary on their campus.

ii. Identification of PI and other significant persons and a description of their role and contributions to the project during the planning, implementation, and evaluation phases.

Kristin Koepke, Instructional Designer, Center for Advancing Teaching and Learning, UW-La Crosse

PI – Karen Skibba, Instructional Design Specialist, Learning Technology Center, UW-Whitewater

Scott Wojtanowski, Instructional Designer, Teaching and Learning Technologies, UW-River Falls

These three project leads will be responsible for determining the structure of the wiki content, outlining starting topics, determining and advertising protocol for submission to the wiki, determining and promoting timelines, moderating the wiki submissions, and all outreach initiatives (including initial contact and reminders) to Learning Technology Center (LTC) and/or Instructional Design (ID) individuals at UW colleges and universities. In addition, the project leads will be the initial contributors of content to the wiki.

- iii. Include a work plan that lists all major activities. Include a realistic timeline and identify (by name and/or position), the individual who will lead/facilitate each of the activities.**

Timeline:

2/15/10-2/28/10	Determine Wiki content and structure	Skibba, Wojtanowski
2/15/10-2/28/10	Write wiki contribution rules and procedures	Koepke
2/15/10-2/28/10	Set-up Wiki including introduction page and sub-pages/categories	Skibba
3/1/10-3/14/10	Contribute initial resources	Koepke, Skibba, Wojtanowski
3/15/10	Advertise and promote participation among system-wide LTC related individuals	Koepke
3/15/10-5/15/10	Moderate wiki submissions	Skibba, Wojtanowski
3/15/10-5/15/10	Continued PR/marketing for participation in the project	Koepke
3/15/10-4/1/10	Develop and then release survey regarding future resources needed	Skibba, Wojtanowski
5/15/10-5/28/10	Edit and synthesize findings and contributions to wiki (as needed)	Koepke, Skibba, Wojtanowski
5/31/10	Final report regarding future actions	Koepke, Skibba, Wojtanowski

Summer 2010 (date TBA)	Offer web-conference to OPID and LTDC representatives	Koepke, Skibba, Wojtanowski
*Notes: All timeline dates contingent on date notified of grant receipt.		

- c. **Project Outcomes and Evaluation. Clearly identify the intended outcomes of the project. Outcomes should address the Statement of Need and be specific, measurable, and attainable. Include a detailed plan for evaluating the project outcomes as well as the efficacy of major activities.**

Outcomes:

- To increase the amount of collaboration and communication across UW campuses LTC and/or ID individuals regarding instructional design and faculty development approaches for online and/or hybrid teaching and learning
- To identify and index the learning resources available for use within the UW system
- To gather feedback regarding learning objects and other instructional design materials that are desired by UW colleges and universities
- To continue the initiatives and mission of the LTDC in an effort to “promote professional development in the effective use of learning technologies and explore new teaching and learning applications of existing and emerging technologies.”

Evaluation of Project:

Evaluation of the project will happen through evaluation of the measurable written project outcomes. In addition, the project leads are looking for at least 12 of the 26 UW colleges and universities to contribute some learning item to the wiki. In addition, the project will be evaluated by what is learned from the survey tool embedded within the wiki that will evaluate the usefulness of a wiki as a way to gather information. The project will also be evaluated on the outcome of a usable indexed list of learning resources in the wiki.

- IV. **Dissemination. Award recipients are expected to publish their project results on the Web and to disseminate project results on their campus and across the UW System. Include in your plan a commitment to submit a timely report of project outcomes to the LTDC and Office of Learning and Information Technology and to support other UW campuses in their efforts to adopt the technology.**

Due to the ongoing nature of a wiki, the results of the work will be continually available to system users. It is the intent that this project will foster community and encourage on-going participation in the wiki and sharing of resources. The final synthesis completed by the project leads will include an indexed resource list. In addition, should the project leads determine that additional resources would be useful to produce at a system-wide level, future grant

exploration will be conducted to determine such feasibility.

In addition, the project leads would like to offer a summer web-conference to OPID representatives, LTDC representatives, and Teaching Center Directors about the resources posted on the wiki. The resources and tools will most likely be of interest to members of these groups and doing such outreach will allow for more exposure and use of the resources and information.

- V. **Budget and Budget Narrative. Include in the cover narrative a budget summary. Also, include a detailed budget in which you clearly describe and justify each item of the budget in relation to the proposal. For example, if you include release time for faculty and/or staff, explain their activities during the funding period. Use the budget form online (<http://www.uwsa.edu/olit/ltdc/grants/crg/crbudget.xls>) or something comparable for this detailed budget.**

The amount of time and energy to create, manage, contribute, and promote a wiki cannot be done within normal schedule and workload of the three project leads. Therefore, the funds for this project will be used to pay each lead a stipend of \$1650.00. The stipend will be used to offset the time involved with the project. The funds would be distributed directly to the three project lead's corresponding universities (i.e. \$1650 to Kristin Koepke at UW-La Crosse, \$1650 to Karen Skibba at UW-Whitewater, and \$1650 to Scott Wojtanowski at UW-River Falls) . Each project lead's corresponding university will cover the fringe benefits. (Note: UW-Whitewater has requested \$1650 to support Skibba's salary and fringe benefits; The Office of Research and Sponsored Programs will provide a match of \$734.)

- VI. **Funds may be requested for the following expenses:**
- a. **UW faculty/staff release time, overload, or summer contracts (you must include fringe benefits for UW faculty and staff)**
 - b. **Student help, graduate assistants (include fringe benefits for UW support staff)**
 - c. **Travel for planning meetings and dissemination**
 - d. **Conference organization expenses may include honoraria, travel expenses, and materials**
 - e. **Software, supplies and expenses**

Institutional match is not required.

- VII. **Condensed, One-page Curriculum Vitae for principal investigator.**

Found here: <http://www.uwlax.edu/catl/instructionaldesign/skibbacv1pg.pdf>

VIII. Emerging Technology Pilot Grant Proposal:

Sign-off Sheet for KRISTIN KOEPKE

Project Title:	Resources and Best Practices in Online and Blended Teaching and Learning
For fiscal year:	2009-2010
Principal Investigator:	Kristin Koepke
UW Campus:	La Crosse
Campus LTDC Rep:	Jim Jorstad, Director of Educational Technologies Telephone: 608-785-8048, Email: jorstad.jame@uwlax.edu
Date:	1/27/10

Signatures (including a legible printed form):

Provost:	
	And Print: Kathleen Enz Finken
Dean/Division Head	
	And Print: Bill Cerbin
Department Chair:	
	And Print: n/a
Principal Investigator:	
	And Print: Kristin Koepke
LTDC Campus Rep:	
	And Print: Jim Jorstad

Sign-off Sheet for KAREN SKIBBA

Project Title:	Resources and Best Practices in Online and Blended Teaching and Learning
For fiscal year:	2009-2010
Principal Investigator:	Karen Skibba
UW Campus:	Whitewater
Campus LTDC Rep:	David Delgado, Interim Director of the Learning Technology Center Telephone: 262-472-3243, Email: delgadod@uww.edu
Date:	1/27/10

Signatures (including a legible printed form):

Provost:	
	And Print: Christine Clements
Dean/Division Head	
	And Print: Elena Pokot
Department Chair:	
	And Print: David Delgado
Principal Investigator:	
	And Print: Karen Skibba
LTDC Campus Rep:	
	And Print: David Delgado

Sign-off Sheet for SCOTT WOJTANOWSKI

Project Title:	Resources and Best Practices in Online and Blended Teaching and Learning
For fiscal year:	2009-2010
Principal Investigator:	Scott Wojtanowski
UW Campus:	River Falls
Campus LTDC Rep:	Mary-Alice Muraski, Manager Teaching & Learning Technologies Telephone: 715-425-4357, Email: mary-alice.muraski@uwrf.edu
Date:	1/27/10

Signatures (including a legible printed form):

Provost:	
	And Print: Fernando Delgado, Ph.D.
Dean/Division Head	
	And Print: Steve Reed
Department Chair:	
	And Print: Mary-Alice Muraski
Principal Investigator:	
	And Print: Scott Wojtanowski
LTDC Campus Rep:	
	And Print: Mary-Alice Muraski

University of Wisconsin System
Enhance Student Learning with Instructional Technology
2009-10 BUDGET FORM

PROJECT TITLE:	Resources and Best Practices in Online and Blended Teaching and Learning		
CATEGORY:	LTDC Emerging Grants		
INSTITUTION:	UW-La Crosse, UW-River Falls, UW-Whitewater		
PERSONNEL SALARY <i>*Identify Personnel in Budget Narrative</i>			Funds Requested
1 Faculty and Academic Staff:			
2 Classified Staff:			
3 Limited Term Employee:			
4 Research and Grad Assistants:			
5 Student Workers:	Hours: <input type="text"/>	Hourly Rate: <input type="text"/>	Total: \$0.00
6 Other (i.e., Guest speakers, Consultants, etc):			
7 Fringe Benefits (see note below):	\$1650.00 per person x 3 = \$4950.00 funds requested		\$4,950.00
Personnel Salary Sub Total:			\$4,950.00
SUPPLIES & EXPENSES * Refer to http://www.uwsa.edu/fadmin/travel.htm <i>Briefly identify items. Justify each in Budget Narrative detailing travel (i.e., mileage, meals, lodging)</i>			
1 Travel:			
2 Photocopies:			
3 Other (describe):			
Supplies & Expenses Sub Total:			\$0.00

PROJECT FUNDING TOTALS: \$4,950.00 \$734.25

Note: In order to maximize grant funds, we prefer that fringe benefits be kept to a minimum. However, if the proposal is adding staff, and both salary and fringe dollars are needed, please explain why this is the best approach. Please work with your Budget Office to determine the appropriate fringe rate.

University of Wisconsin System Diversity Grant Program
Enhance Student Learning with Instructional Technology
2009-10 BUDGET FORM

PROJECT TITLE:		Resources and Best Practices in Online and Blended Teaching and Learning	
CATEGORY:		ETPG -- Kristin Koepke, Co-PI	
INSTITUTION:		UW-La Crosse	
PERSONNEL SALARY		Funds Requested	Cost to Institution
<i>*Identify Personnel in Budget Narrative</i>			
1 Faculty and Academic Staff:		\$1,142.00	\$508.00
2 Classified Staff:			
3 Limited Term Employee:			
4 Research and Grad Assistants:			
5 Student Workers:	Hours: <input type="text"/> Hourly Rate: <input type="text"/> Total: <input type="text"/>		
6 Other (i.e., Guest speakers, Consultants, etc):			
7 Fringe Benefits (see note below):		\$508.00	\$226.00
Personnel Salary Sub Total:		\$1,650.00	\$734.00
EQUIPMENT/SUPPLIES & EXPENSES			
<i>*Refer to http://www.uwsa.edu/fadmin/travel.htm</i>			
<i>Briefly identify items. Justify each in Budget Narrative detailing travel (i.e., mileage, meals, lodging)</i>			
1 Travel:			
2 Photocopies:			
3 Other (describe):			
Supplies & Expenses Sub Total:			
PROJECT FUNDING TOTALS:		\$1,650.00	\$734.00

Note: In order to maximize grant funds, we prefer that fringe benefits be kept to a minimum. However, if the proposal is adding staff, and both salary and fringe dollars are needed, please explain why this is the best approach. Please work with your Budget Office to determine the appropriate fringe rate.

University of Wisconsin System Diversity Grant Program
 Enhance Student Learning with Instructional Technology
2009-10 BUDGET FORM

PROJECT TITLE:		Resources and Best Practices in Online and Blended Teaching and Learning	
CATEGORY:		ETPG -- Karen Skibba, Co-PI	
INSTITUTION:		UW-Whitewater	
PERSONNEL SALARY		Funds Requested	Cost to Institution
<i>*Identify Personnel in Budget Narrative</i>			
1 Faculty and Academic Staff:		\$1,142.00	\$508.00
2 Classified Staff:			
3 Limited Term Employee:			
4 Research and Grad Assistants:			
5 Student Workers:	Hours: <input type="text"/> Hourly Rate: <input type="text"/> Total: <input type="text"/>		
6 Other (i.e., Guest speakers, Consultants, etc):			
7 Fringe Benefits (see note below):		\$508.00	\$226.00
Personnel Salary Sub Total:		\$1,650.00	\$734.00
NOTE: UW-Whitewater has requested \$1,650 to support Skibba's salary and fringe benefits; The Office of Research and Sponsored Programs will provide a match of \$734			
EQUIPMENT/SUPPLIES & EXPENSES			
<i>*Refer to http://www.uwsa.edu/fadmin/travel.htm</i>			
<i>Briefly identify items. Justify each in Budget Narrative detailing travel (i.e., mileage, meals, lodging)</i>			
1 Travel:			
2 Photocopies:			
3 Other (describe):			
Supplies & Expenses Sub Total:			
PROJECT FUNDING TOTALS:		\$1,650.00	\$734.00

Note: In order to maximize grant funds, we prefer that fringe benefits be kept to a minimum. However, if the proposal is adding staff, and both salary and fringe dollars are needed, please explain why this is the best approach. Please work with your Budget Office to determine the appropriate fringe rate.

University of Wisconsin System Diversity Grant Program
Enhance Student Learning with Instructional Technology
2009-10 BUDGET FORM

PROJECT TITLE:		Resources and Best Practices in Online and Blended Teaching and Learning	
CATEGORY:		ETPG -- Scott Wojtanowski, Co-PI	
INSTITUTION:		UW-La Crosse	
PERSONNEL SALARY		Funds Requested	Cost to Institution
<i>*Identify Personnel in Budget Narrative</i>			
1 Faculty and Academic Staff:		\$1,142.00	\$508.00
2 Classified Staff:			
3 Limited Term Employee:			
4 Research and Grad Assistants:			
5 Student Workers:	Hours: <input type="text"/> Hourly Rate: <input type="text"/> Total: <input type="text"/>		
6 Other (i.e., Guest speakers, Consultants, etc):			
7 Fringe Benefits (see note below):		\$508.00	\$226.00
Personnel Salary Sub Total:		\$1,650.00	\$734.00
EQUIPMENT/SUPPLIES & EXPENSES			
<i>*Refer to http://www.uwsa.edu/fadmin/travel.htm</i>			
<i>Briefly identify items. Justify each in Budget Narrative detailing travel (i.e., mileage, meals, lodging)</i>			
1 Travel:			
2 Photocopies:			
3 Other (describe):			
Supplies & Expenses Sub Total:			
PROJECT FUNDING TOTALS:		\$1,650.00	\$734.00

Note: In order to maximize grant funds, we prefer that fringe benefits be kept to a minimum. However, if the proposal is adding staff, and both salary and fringe dollars are needed, please explain why this is the best approach. Please work with your Budget Office to determine the appropriate fringe rate.