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## Memorandum

Date: 5 October 2009

To: Council of Chairs, Principals & Academic Directors  
Coalition of Arts & Science Directors

From: Suzanne Stevenson, Vice Dean, Teaching & Learning

**Re: Curriculum Renewal Initiatives Fund (CRIF) – Request for Proposals**

CC: Undergraduate Coordinators and Administrators

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The Faculty of Arts & Science invites proposals for the 2010/2011 Curriculum Renewal Initiatives Fund (CRIF), due 5 November 2009. This competition is a splendid opportunity for academic units to continue to engage in curricular innovations aligned with the goals of Curriculum Renewal in order to enhance the learning experience of our undergraduate students.

Curriculum Renewal is an ongoing, multiyear effort to which the academic units of the Faculty have invested significant effort and resources, and the benefits to our undergraduate students have been in clear evidence for the past two years. In his recent document, *Academic Planning in the Faculty of Arts & Science 2009-2014*, Dean Gertler has emphasized that Curriculum Renewal will continue to be a high priority for the Faculty, and units will be encouraged to indicate in their plans how they have been and will continue pursuing initiatives that align with Curriculum Renewal goals.

We are pleased to announce that this third CRIF competition will again make available up to \$1,000,000 in support. Proposals are expected to be well-aligned with the goals of Curriculum Renewal at the unit or Faculty level. Proposals are particularly welcome that address the priorities established in the Dean's *Academic Planning* document, such as (but not limited to) innovative approaches for extending small class opportunities throughout the curriculum, and increased opportunities for experiential learning, including research and service-learning. Proposals are also expected to be well-integrated into long-term unit-level curricular goals, with clear anticipated outcomes that can be readily assessed. A project can either be a one-time initiative, or a one- to two-year pilot project with a view to continuation if successful. Please consult with Vice Dean Suzanne Stevenson if you have any questions regarding how best to align your proposals with the Curriculum Renewal effort. We also encourage you to consult with all stakeholders affected by your proposal.

Proposals should be developed in accord with the attached guidelines. Each proposal must be submitted by the head of the academic unit (department/college/EDU) sponsoring it. Proposals related to college programs should be submitted by the relevant principal. If a unit is submitting

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multiple proposals, their relative priority should be clearly indicated by the academic head in a cover letter.

**Proposals must be submitted both electronically and on paper**, in accordance with the instructions on the attached guidelines, no later than **5pm Thursday, 5 November 2009; this is a firm deadline**. Submitted proposals will be reviewed by the Curriculum Renewal Steering Committee following the criteria outlined above (and further elaborated in the attached guidelines). Decanal decisions on funding will be announced to academic units during December 2009, with funds available in May 2010. Please note that we continue to plan Curriculum Renewal Initiatives Fund competitions in future years.

SS/km