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**Common Curriculum COURSE REVISION Grant Application 2024-2025**

**Guidelines:**

This application should be submitted by someone in the department/unit who is working directly on the [Common Curriculum](https://commoncurriculum.senate.uconn.edu/) transition of courses from Content Areas to [Topics of Inquiry (TOIs)](https://commoncurriculum.senate.uconn.edu/topics-of-inquiry/). Appropriate applicants may include the Department/Unit Head, Associate Head, Courses & Curriculum Chair, Department/Unit-specific Faculty Navigator, or any faculty member who has been assigned to oversee the transition of courses to the Common Curriculum. If you are the instructor of an individual course who would like to be considered for this funding, please talk to your Department/Unit Head or course transition designee and encourage them to apply for this funding on your behalf. For this particular funding pool, we cannot accept applications from individual instructors for single courses.

If this application is not submitted directly by a Department/Unit Head, it needs to be accompanied by an email of support from the Department/Unit Head. Email statements of support from department/unit heads (see page 3) must be received before the application will be considered for funding.

Each Department/Unit may apply for funding between $1,000 to $30,000 to help support course transition efforts. The cost should not exceed $5000 per cost. Please see CFP for details.

Please note that this funding is only for currently existing courses that meet the following criteria:

* Courses that currently carry a CA1, CA2, CA3/CA3-L, CA4/CA4-I, or EL designation, **OR**
* Courses that do not currently carry a Gen Ed designation under the outgoing system, but which will become part of the Common Curriculum by adding one or two TOIs

Courses listed in this application should be ones that need a significant amount of work in order to be revised from their current form/designation to a TOI. If a course will transition fairly easily with little revision, please do not include it.

*NOTE: Courses that are only W or Q that will have no TOIs should not be included in this application. All courses proposed for this grant should carry one or two TOIs. The maximum number of TOIs a course can carry is two.*

This proposal and the budget form are due no later than 11:59pm on November 22, 2024. An electronic copy of the proposal should be sent to [commoncurr@uconn.edu](mailto:commoncurr@uconn.edu) with the Subject Line “Course Revision Application - Provost’s Common Curriculum Grant.”

You can email Karen McDermott at [karen.mcdermott@uconn.edu](mailto:karen.mcdermott@uconn.edu) or [commoncurr@uconn.edu](mailto:commoncurr@uconn.edu) with any technical questions. For pedagogical questions, contact Pamela Bedore at [pamela.bedore@uconn.edu](mailto:pamela.bedore@uconn.edu).

1. **Submitter Name(s) and Academic Title(s)**
2. **Email Address(es)**
3. **Budget Request***Note: Each Department/Unit may apply for funding between $1000 to $30,000 to help support course transition efforts. The cost should not exceed $5000 per course.*
4. If you are not the Department/Unit Head, briefly describe your role as it relates to the Common Curriculum course transition project.
5. Please indicate below all of the courses this funding will be used for. Briefly describe the work that needs to be done on each course and who will do it. (Name specific faculty who will do the work if known.) If a course is cross-listed, please include all cross-listings (under one item) and note that an email of support must be included from each relevant department/unit head. Copy the headings as many times as needed.

**Course Number and Title:**

**Current Gen Ed Designations (if any):**

**Proposed Common Curriculum TOIs:**

**Campuses on which the course is/will be offered:**

**Usual course capacity by campus:**

**Work that will be done on the course:**

**Who will do the work:**

**Course Number and Title:**

**Current Gen Ed Designations (if any):**

**Proposed Common Curriculum TOIs:**

**Campuses on which the course is/will be offered:**

**Usual course capacity by campus:**

**Work that will be done on the course:**

**Who will do the work:**

**Course Number and Title:**

**Current Gen Ed Designations (if any):**

**Proposed Common Curriculum TOIs:**

**Campuses on which the course is/will be offered:**

**Usual course capacity by campus:**

**Work that will be done on the course:**

**Who will do the work:**

**Course Number and Title:**

**Current Gen Ed Designations (if any):**

**Proposed Common Curriculum TOIs:**

**Campuses on which the course is/will be offered:**

**Usual course capacity by campus:**

**Work that will be done on the course:**

**Who will do the work:**

*{Add more as needed}*

1. Are any of the courses above being considered as part of a potential [Theme](https://commoncurriculum.senate.uconn.edu/faculty-guidelines-for-themes/)? If so, explain briefly how the course(s) will fit into the Theme.
2. **If you are the Department/Unit Head, please affirm** that you agree to the statement of support below.

**If you are not the** **Department/Unit Head, please arrange for Emails of Support** from your department/unit head(s). *Please note that cross-listed courses must have statements of support from all departments/units involved.* The head(s) can either email a statement of support directly to us, or you can have them email you with the statement of support and you can include the email(s) as attached PDFs. The statement template below should be emailed to [commoncurriculum@uconn.edu](mailto:commoncurriculum@uconn.edu).

**Department/Unit Head’s Statement**

Please arrange for your department/unit head(s) **of all involved units** to send a message to [commoncurr@uconn.edu](mailto:commoncurr@uconn.edu) containing the following statement:

“I support the revisions of these courses as indicated, and I affirm that they are in line with the curricula and courses of the department’s strategic vision. Upon completion of the course transition project, I will make every effort for the course(s) as revised to be offered every, or every other year at the typical class size for the duration of at least five years, beginning by the 2026-2027 AY.”