

Summer Online Course Development Grant RFP

Deadline: Friday, June 20, 2025

The Office of Summer Sessions is requesting proposals for online courses to be developed in 2025 and offered in Summer 2026 and 2027. The Summer Online initiative has been in place since 2012, and has funded the development of nearly 70 fully online courses for the campus.

Goals of the RFP

The Summer Online program is a campus-based approach to encourage UC Santa Barbara faculty, departments, and colleges to examine how online courses offered in the summer could serve student and campus needs. Through these grants we seek to:

- Enable UC Santa Barbara students to take courses in the Summer, no matter where they are residing, no matter their schedule for work and study;
- Facilitate the development of online courses suited particularly to the UC Santa Barbara curriculum, vetted by the UC Santa Barbara Academic Senate, and assessed by faculty and staff;
- Encourage the continuing development of campus policy around online education;
- Explore Summer Online course offerings that assist colleges and departments in meeting course demands and needs of students, faculty, departments, and colleges;

How is this different from the UCOP Initiatives?

UC Online is a UC system-wide effort to develop online or hybrid courses that are offered to UC students during the academic year, with a particular focus on large bottleneck courses needed by students at many campuses, and cross-campus partnerships. The Summer Online program specifically seeks to address the needs of UC Santa Barbara students.

How is this different from courses being approved for “temporary online” instruction in Summer?

Courses developed through Summer Online have been vetted, approved, and optimized for online learning. Courses approved for temporary online instruction were designed for in-person delivery, but are being offered remotely (usually over Zoom) on a one-time basis.

In addition, through the Summer Online revenue share model, academic departments offering **Summer Online courses receive 40% of the net revenue from unit fees in the first two years** (after instructional costs and return-to-aid) **and 35% of net revenue thereafter**. This is not the case for courses approved for temporary online instruction.

Who May Apply?

UC Santa Barbara Senate faculty and continuing lecturers who teach during the academic year are eligible. Please note that it is expected that the individual who proposes the course will teach the course for a **minimum of two summers**. Please address any proposed exceptions to this in your proposal.

To Do What?

To develop online courses to be taught for a minimum of two consecutive Summer terms in 2026 and 2027. Particular preference is given to courses which directly help students in their progress to degree (such as GE courses or bottleneck major courses), or to those that creatively leverage the online medium. Preference is also given to 4+ unit courses with potential enrollment of over 40 students.

Available Support

Awards can be up to a maximum of \$18,000 per proposal [\$8,000 total for faculty stipend(s) plus up to \$10,000 for additional support and supplies]. Additional funding may be available for high-demand classes or classes with exceptional technology needs. Please address any proposed exceptions to this budget in your proposal. Faculty teams may split the stipend. Faculty stipends are paid during Summer 2025, subject to the 3/9 limitation on what faculty may earn in Summer.

Grant Funds May Be Used For:

- Student and/or staff assistance for development efforts. Graduate students must be paid according to the current UAW contract;
- Supplies (although minor supplies such as photocopying, printing, etc. are normally supplied by the academic department);
- Development of media for the course (e.g. videos, graphics, interactive multimedia, etc.);
- Specialized software or software licenses;
- Stipends for recordings of guest speakers to be used in future iterations of the course.

PLEASE NOTE: Purchases of non-specialized equipment will not be funded. Funds for online systems that serve a particular function can only be supported if UCSB does not already have a resource. For example this grant cannot fund Poll anywhere because UCSB has a campus account with iClicker (which includes data privacy policies). Video Services are available on campus and off campus services should only be used when UCSB does not have access to a resource. Get a quote from UCSB video services to ensure your budget is accurate (see: <https://id.ucsb.edu/video-services>).

How to Apply

Proposals must consist of the following information, with appropriate headings.

1. Course Information

- 1.1 Course title and number, catalog description, longer description;
- 1.2 Role of the course in the department curriculum, and, if applicable, in curricula in other majors;
- 1.3 General education and special requirements that the course fulfills;

2. Pedagogical Expertise

- 2.1 Your experience teaching the course face-to-face, how many times you have taught it, at what size and in what format (e.g., lecture plus discussion or lab, small lecture, seminars, some form of blended, or hybrid, instruction);
- 2.2 Previous experience using online teaching technologies, including uses in offerings of this course;
- 2.3 Explanation of T.A. led sections (if applicable), including an explanation of how T.A. led sections would operate in the online version;
- 2.4 Please discuss any potential issues regarding intellectual property, how you have addressed these issues in the traditional format, and how you think they might be addressed for the online format (Instructional Development is available to assist in this area).

3. Course Objectives, Outcomes, and Mode of Instruction

- 3.1 Why do you plan to offer the proposed online course? What teaching/student opportunities or challenges (including enrollment issues) does it take into consideration?
- 3.2 Brief narrative of the envisioned online course structure, organization, interactions, and delivery
- 3.3 In your proposal, discuss:
 - A. How your assessments align with your course goals
 - B. How will you create a clear structure for students to follow for engaging in coursework, navigation through content, and communication?
 - C. How would faculty-student engagement be facilitated? Describe both synchronous and asynchronous interactions, as applicable to your proposed course design.
 - D. Describe how student-student engagement will be facilitated?
 - E. How would technology be used to promote practice and feedback?
 - F. How would the course promote students' abilities to learn independently and collaboratively?
- 3.4 Attach a proposed syllabus of the future online course. While some details may not yet be known, it should illustrate your format of the course. (e.g. Is it divided into weeks, modules or some other combination? What are students doing in each section?)
- 3.5 How do you plan to evaluate course effectiveness and the student experience, beyond end-of-quarter student surveys?

5. Additional Materials

- 5.1 Include an itemized budget that follows the guidelines above;
- 5.2 Provide a Letter of Support from your Department Chair. This must be submitted in order for proposal to be considered. Your Dean should be informed about your submission but a support letter is not required at this time.

You are strongly encouraged to draft your proposal in consultation with Mindy Colin (mcolin@ucsb.edu) in the Office of Teaching and Learning. They are prepared to offer assistance, including with the budget component of the proposal. Suggestions for your consideration in creating a successful online course.

- If there will be video recordings of lectures, consider shorter videos (10-15 minutes), and high quality pedagogical materials and recordings.
- Consider and include multiple ways for students to engage in asynchronous learning practices that provide them with opportunities for both interaction and feedback (e.g. ELI Structured Peer Review, Use of Canvas discussion boards).
- Consider the goals of a short time scale course and we strongly suggest using weekly assignments, activities, and quizzes so that students have flexibility but have weekly due dates so that they can effectively progress through the material in 6 weeks, and not fall behind.

How to Submit

Completed proposals (preferably in a single document) can be uploaded to Box at:
<https://ucsb.app.box.com/f/b7b66e4ca21341b1aeafcc743f03f4f0>

Please ensure that documents are titled using the convention "Proposed Course_Last Name First Name". For example, "HIST W 1_Gaicho Joe".

***The submission deadline is Friday, June 20, 2025.
Please direct questions to Norah Dunbar (ndunbar@ucsb.edu)***