Course Enhancement General Funding Protocols
For Fiscal Year July 1, 2017 - June 30, 2018
Find these guidelines and the funding application form at
http://www.vwu.edu/academics/academic-affairs/faculty-forms.php

Purpose:
The major purpose of course enhancements as conceived in the name of Curriculum Reform
is to enable effective guidance and support of independent student work reflecting the
revaluing of 3-classroom hour courses to 4-credit hour courses, particularly through
activities and projects reflecting inquiry-guided and other active and experiential learning.

General guidelines:
Requests meeting the above threshold will be the most highly prioritized. Faculty
members have great latitude in how they expend up to $400 per year in course
enhancement funds, so long as plans meet the purposes of these funds. In order to
ensure that funds support the intended benefits and are distributed with reasonable equity,
the following funding parameters apply.

Faculty may defray expenses and/or provide hospitality and tokens of thanks to classroom
guest speakers from outside the campus faculty up to a maximum of $50 per speaker.
(For instance, the sponsoring faculty member can take the speaker and accompanying
students to lunch in the cafeteria.) These funds are not intended to be a regular avenue
for supporting bringing speakers from a distance.

Course enhancement funding may also be used for faculty development if expenses are
relevant to “enhancing” courses, either directly (e.g., getting up to speed with technologies
that students will use for 4th credit activities) or indirectly (e.g., developing pedagogical
knowledge that helps faculty teach more effectively).

Typically, funds are denied for food, unless it is to support a project (e.g., participant
incentive for project-related focus groups) or special event, or specifically tied to course
content (e.g., food for a course, event, or unit focused on food).

Faculty can use these funds to rent vans for taking students off-campus.

Extraordinary requests:
If you are in need of exceeding your $400 allotment, you are encouraged to seek funds from
department colleagues who do not plan to use their entire $400 budget, ask students to share the
cost (if appropriate), or apply for the INTEL grant of $1000 in March.