



Call for proposals for Forestry Teaching Innovation Fund projects

UBC Forestry faculty members (full-time lecturers or tenure-stream faculty) are invited to submit proposals for Forestry Teaching Innovation Fund (FTIF) projects. The deadline for submissions is on **Friday, November 19, 2021**.

About FTIF

The Forestry Teaching Innovation Fund (FTIF) aims to support innovative teaching practices, experimentation with pedagogical approaches, and the application of emerging learning technologies in the Faculty of Forestry.

- The total amount of the fund is \$10,000 in 2021-2022 for the pilot phase.
- Individual project funding will range from \$1,000 to \$5,000, depending on the project's scale, scope, and focus.
- The fund will support projects to improve course materials, engage students, track learning progress, and enhance the learning experience in undergraduate and graduate courses.
- The fund will cover licensing, online subscriptions, memberships or material costs for learning technology. Examples of this technology include: AI videos, online conferencing applications, graphic design software, machine learning gamification platforms, artificially intelligent learning and assessment technology, learning analytics, etc.
- FTIF will not cover the expense of hardware or equipment (e.g. cameras, microphones, etc.). It would also not cover student licenses for professional software products (ArcGIS Pro etc.).

Who can apply?

- UBC Forestry faculty members (full-time lecturer or tenure-stream faculty) are eligible to apply.
- Principal applicants cannot hold more than one FTIF grant at a time.
- Grant applications bridging projects to the next TLEF competition will also be considered. However, the principal applicants cannot hold a TLEF fund concurrently with the FTIF grant.

Funding timeline

- The fund accepts applications **once** a year. The deadline for the 2021-22 academic year is **November 19**. A decision on which projects will be funded will be made by **December 6**.

Application process

- Complete a **one-page application form** (attached Word document). The following information is required:



- Need and potential impact/benefit of the proposed activity.
 - Timeline
 - Expected outcome (e.g., create 100 high-quality AI-generated videos).
 - Potential number of students/staff to be impacted.
 - Support needed from the the TLS team (e.g. tech rovers).
 - Sustainability beyond the lifetime of FTIF.
 - Evaluation metrics for the project.
- Successful applicants are required to provide a one-page report on their project 12 months following receipt of the grant. The project outcomes and achievements will be presented in a Faculty-level experience-sharing event. In addition, the TLS team will produce demonstrations to showcase the successful projects.

Evaluation of the application

- The initial assessment will be completed by the Teaching and Learning Support (TLS) team led by Michelle Zeng, Senior Manager Educational Strategies. Considerations in the initial assessment will be split into four main categories: the overall impact of the project (quantifiable impact), the ethical implications of the project (legal, privacy concerns, social etc.), cost-effectiveness, and the ease of implementation/evaluation.
- The TLS team will examine the learning tool's privacy policies based on the guidelines from UBC's Privacy Impact Assessment (<https://privacymatters.ubc.ca/privacy-impact-assessment>)
- The TLS team may examine the learning tool's data governance as per guidelines of the Data Governance Program if the tool accesses UBC's student information systems ([Data Governance Processes | Office of the CIO \(ubc.ca\)](#))
- The initial assessment results will be forwarded to a small evaluation committee consisting of 4 members (Associate Dean Academic, and representatives from the Professor of Teaching stream, Forestry IT team, and the TLS team) for evaluation and decision.

Support from the Forestry TLS team

The TLS team, led by Michelle Zeng, Senior Manager of Educational Strategies, provides a wide range of services to instructors experimenting with new and innovative learning technologies at UBC Forestry. These services include consulting on design, testing, analysis, research and development, and more. The TLS team also collaborates with CTLT and LT Hub to ensure the best possible service for the Faculty.

- The TLS team will conduct the initial assessment for the proposed learning tools and test out (where possible) the function of the tools, considering the university's policies, practical and ethical perspectives of the project.
- After the Committee has approved the project, the TLS team can help the applicant in sales negotiation with the learning technology providers. When the plan is implemented, the TLS team can assist with training support for the applicant.



- The TLS team will also assist the applicant with technical support including setting up and managing accounts, graphic design (HTML, CSS etc.) and bug fixes with the application.
- The TLS team will support the implementation of the project with instructors.
- The TLS team will engage in conducting research and disseminating findings from work supported by this fund.

Submission:

Please submit your application to Michelle Zeng, Senior Manager of Educational Strategies (michelle.zeng@ubc.ca), by **Friday, November 19, 2021**. If you have any questions, please also contact Michelle Zeng for consultation and support.