



MEMORANDUM

To: Members of the St. Olaf Faculty
From: Marci Sortor, Provost and Dean of the College
Date: September 9, 2020
Re: Course FTE Awards for GE Excellence

These FTE Awards provide resources to teach innovative courses in general education that initiate and strengthen equitable and anti-racist teaching. These awards exist in addition to the significant faculty development opportunities available through the Faculty Life Committee, the Center for Innovation in the Liberal Arts, and through various grant-supported projects. Information about faculty development opportunities available at St. Olaf can be found on the Dean of the College [Professional Development](#) webpage.

Guidelines for Course FTE Awards for GE Excellence Through an Equity Lens: One course in 2021-22 and three in 2022-23 are available. Proposals can be for courses beginning next year or for subsequent years (the latter especially in the case of proposals that will need Curriculum Committee and faculty approval). Proposals for general education courses will meet the following criteria:

- ILOs articulate course expectations in language accessible to all students.
- Course content represents a range of diverse voices and experiences.
- Assignments offer students multiple ways to demonstrate their learning.
- Course technology enhances students' ability to engage fully with learning.
- Course invites students to reflect on their learning in context of their broader curricular and lived experiences.

The courses developed and offered using this FTE shall be, in a sense, "proof of concept," with the expectation that in most cases the faculty members involved are committed to working with their chairs or program directors and the Provost to identify means for offering the course regularly, should the experiment be successful.

The department chair or program/concentration director and the appropriate Associate Dean(s) must endorse the proposal. New courses must pass through the usual course approval process with the Curriculum Committee before being offered.

There is a single round of proposals annually. Proposals should be submitted via [Google form](#) to the Dean of the College by **October 15, 2020**. Proposals will be reviewed within four weeks of the deadline by a committee comprised of an Associate Dean, the Director of the Center for Innovation in the Liberal Arts, and the Director of *To Include is To Excel*; this group will make recommendations to the Provost for final awards. In the case of proposals for an off-campus study or a First-Year Experience course, the directors of International and Off-campus Study, First-Year Seminar and Writing would also serve as reviewers.
