

## Curricula Design in Public Interest Tech Using OER

### Request for Proposals

**Submission Deadline: November 18, 2019**

#### **Intent**

Public Interest Technology (PIT) has been generally defined as technology for the public good. New America, a think tank that works on problems related to technology and society in the US, defines PIT as “a field dedicated to leveraging technology to support public interest organizations and the people they serve”. (<https://www.newamerica.org/public-interest-technology/about/>) The Ford Foundation, a funding agency focused on social justice issues, views PIT as “tech at work for the public” (<https://www.fordfoundation.org/campaigns/public-interest-tech/>). Since PIT is broadly defined, and an emerging discipline, there is a lack of available curricula that can be shared with the academic community in this area. Because of this, there is a need for shared curricula materials that can be adopted into university majors, general education offerings, tracks within a major, interdisciplinary minors, etc.

Open Education Resources are written materials, creative works, and artifacts found in any medium that can be used for teaching, learning, and research. These materials reside in the public domain or have been openly licensed to permit no-cost access, use, revision, adaptation and redistribution. OER also enhances accessibility and removes barriers to high quality educational products for those who experience disabilities.

This RFP calls for the creation of Open Educational Resources (OER) to create a body of curricula in PIT. We seek proposals from faculty in the humanities, public policy, law, and technology related areas, to create modules, courses, tracks within a major, minors, or majors in Public Interest Technology. Topics in PIT can include, but are not limited to:

- Public policy questions raised by technology
- Ethics and Public Policy of Tech
- Technology, Society and Humanity
- Societal Consequences of Technological Change
- Health Care and Technology
- Coding for the Public Good
- Smart Cities
- Privacy Policy, Technology, and the Law
- Privacy and Surveillance in the Digital Age
- Algorithmic fairness and opacity

These topics are quite general and not an exhaustive list. Feel free to propose ideas that can help advance the PIT discipline.

**Timeline:**

October 25, 2019: RFP published

November 18, 2019: Proposals due

December 19, 2020: Review completed; funded proposals selected

**Scope****Funding for proposals will occur in three tiers.**

Tier 1 – Up to \$1,000 is available for the development of a “unit” of study within an existing course in Public Interest Technology. The minimum unit length would be 6 hours of instructional material (2 weeks within a 3-credit course) which can be either a lecture or hands-on laboratory activity. All associated “outside of class” assignments should be included in the proposal.

Tier 2 – Up to \$3,000 is available for either new course development or the redesign of an existing course to focus on an area of Public Interest Technology.

Tier 3 – Up to \$10,000 is available for the creation of a track within a major, an interdisciplinary minor, or a major in Public Interest Technology.

Tier 4 - Up to \$10,000 is available for the collaboration between technology based courses and humanities courses that together address a PIT topic.

**Guidelines for applying**

- I. Eligibility
  - All active undergraduate, graduate, and professional school faculty (including teaching adjuncts, lecturers, tenure-track, and tenured faculty) in all departments and disciplines are eligible to apply.
  - Collaborative projects, involving two or more faculty, from the same or different campuses are welcome
  - Project descriptions must include plans for implementing and assessing accessibility best practices
- II. Recommended uses of funding, which will flow through the Research Foundation, include: faculty incentives (such as release time), instructional costs, equipment or materials that will directly support project-based or applied learning, course development support costs, and any engagement activities.
- III. All proposed courses must be credit-bearing and should be implemented prior to the end of Spring 2021. Resulting course outlines will be shared with all CUNY colleges via CUNY’s Open Educational Resources (OER) system, in compliance with guidelines on intellectual property policy. Any original OER materials created must be assigned a Creative Commons License that allows for sharing and derivatives (CC BY-SA). If the materials are in a document format

they should be submitted to CUNY's institutional repository, Academic Works. If the materials are in the form of a website they should be submitted to [CUNY Open Ed](#), CUNY's OER discovery site. CUNY librarians will assist and advise if needed.

The scope of work must be completed in FY 19 and any redesigned courses must be taught no later than Spring 2021. **Proposals are due by November 19, 2019.**

Awardees who are developing new courses will be expected to offer their course by the Spring 2021 or Fall 2021 semester and submit an assessment report by January 15, 2022. Where projects consist of multiple courses, the one course needs to meet the aforementioned timeline.

Faculty should have some familiarity with an online platform, e.g. [CUNY Academic Commons](#), [CUNY Academic Works](#), [Pressbooks](#), or CUNY's site on OER Commons, [Opened.cuny.edu](#). See the OpenNYS website for guidance on OER resources: <https://www.open-nys.org/adopt/>

[OER information and support is available through campus libraries. Campus reps are here https://www.cuny.edu/libraries/open-educational-resources/oer-reps/](#) or contact [oyer@cuny.edu](mailto:oyer@cuny.edu)

Any materials adopted, adapted, or created as a result of this grant should adhere to university-wide accessibility standards. Please see this page for guidelines <https://www.cuny.edu/accessibility/>

## 2. Proposal Preparation

Proposals should be between 2 – 4 pages depending on the Tier you are applying to (single spaced, 12-point font, one inch margins).

- Proposals should list the project title and the name(s), department(s), and college(s) of the investigator(s).
- Proposals should include a 200-300 word summary.
- Proposals should describe, in detail, the course(s) being created or redesigned.
- Proposed projects must employ formative and summative assessment strategies to measure the effectiveness of the course redesign/creation, and explain how the project will measure faculty experiences and student learning outcomes.
- The project description must include a budget request and itemized description of how the funds will be used. (Sample budget template can be seen below)
- A timeline for course implementation
- A two-page CV for each investigator that lists courses taught, courses/programs developed or redesigned, and publications related to pedagogy should accompany the application.
- Any OER-related questions can be addressed to [oyer@cuny.edu](mailto:oyer@cuny.edu)

## 3. Budget

The funding period will be January 20, 2020 – June 30, 2020. Awards will be disbursed through RF-CUNY. Funds may be used for course-related expenses such as supplies and student enrichment activities. For full-time faculty, funds may be used for up to one month of summer salary in June 2020. Adjunct faculty

may apply, if they are **eligible**, to receive non-teaching adjunct (NTA) payments during the Spring 2020 semester. All summer salary and NTA requests must be approved by the campus Provost's Office.

*An itemized description of how the funds will be used should be included in the 3-page proposal.*

**All funds must be spent by June 30, 2020.** College budget offices can provide guidance on relevant application deadlines.

#### **4. Submission**

Proposals must be submitted by via our online submission system as a **single PDF** and contain the following:

- Proposal summary with 200-300 word abstract (see template)
- Signature page signed by the campus Grants Officer (see template)
- 2-page proposal including funding request and budget justification for new course/course revision proposals.
- 4-page proposal including funding request and budget justification for track in major, new minor, new major)
- 2-page CV for each investigator including relevant OER courses and publications

**Complete proposal must be uploaded onto the online submission site:**

[Submit your proposal HERE https://ybephbsyus.formstack.com/forms/fy2020pit\\_oer\\_rfp](https://ybephbsyus.formstack.com/forms/fy2020pit_oer_rfp)

#### **Review & Evaluation Criteria**

The PIT grants committee, comprised of faculty and administrators, will review each proposal.

#### **Please direct inquiries to:**

Dr. Susan Imberman  
University Associate Dean for Technology Education  
Office of Academic Affairs, College of Staten Island  
646-664-9107  
[susan.imberman@cuny.edu](mailto:susan.imberman@cuny.edu)

OR

Ann Fiddler  
Open Education Librarian  
Office of the University Dean for Libraries and Information Systems  
646-664-8060  
[ann.fiddler@cuny.edu](mailto:ann.fiddler@cuny.edu)

## Project Template

**Project Title**

**Participating Faculty:**

**1. Lead PI**

Name:

Department:

Rank:

Campus:

**2. Co-PI (if applicable)**

Name:

Department:

Rank:

Campus:

*(Please insert additional PIs as necessary)*

**Project Summary** (300 words maximum):

**Signature Page**

Title of Proposal:

*(Please insert additional signature lines as necessary)*

## Faculty Signatures

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Authorized Signatures (Grants Officer/Provost)**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Campus Endorsement:** This is to certify that the applicant is authorized to conduct the study described by the accompanying proposal of this campus, and the undersigned is satisfied that the scope of the applicants' project will not interfere with his or her professional duties.

**Narrative Description of the Project (Tier 1 and Tier 2: Module creation, New Course or Course Redesign) No more than 2 pages.**

- Proposals should describe, in detail, the course being created or redesigned.
- Proposed projects must employ formative and summative assessment strategies to measure the effectiveness of the course redesign/creation, and explain how the project will measure faculty experiences and student learning outcomes.
- The project description must include a budget request and itemized description of how the funds will be used. (Sample budget template can be seen below)
- A timeline for course implementation
- A two-page CV for each investigator that lists courses taught, courses/programs developed or redesigned, and publications related to pedagogy should accompany the application.
- Any OER-related questions can be addressed to [oer@cuny.edu](mailto:oer@cuny.edu)
- Include a budget request and itemized description of how the funds will be used.

**Narrative Description of the Project (Multiple course sequence – Tier 3 and Tier 4: Track in major, new minor, new major, multi course collaborations) No more than 4 pages.**

- Proposals should describe, in detail, the courses being created or redesigned.
- Proposed projects must employ formative and summative assessment strategies to measure the effectiveness of the course redesign/creation, and explain how the project will measure faculty experiences and student learning outcomes.
- The project description must include a budget request and itemized description of how the funds will be used. (Sample budget template can be seen below)
- A timeline for course implementation
- A two-page CV for each investigator that lists courses taught, courses/programs developed or redesigned, and publications related to pedagogy should accompany the application.
- Any OER-related questions can be addressed to [oer@cuny.edu](mailto:oer@cuny.edu)
- Include a budget request and itemized description of how the funds will be used.

**Budget Template** - Please use the template below as a guide. Note, we have already accounted for fringe on personnel costs in our overall grant budget. Therefore, unless your fringe rate exceeds the RFCUNY full time faculty summer salary fringe rate of 26.7%, there is no need to budget for fringe in your proposal.

	Amount	Justification
<b>Personnel (summer salary)</b>		
<i>person 1</i>		
<i>person 2</i>		
<i>feel free to add rows as needed</i>		
<b>Total Personnel</b>		
<b>Fringe (We have already accounted for fringe based on a summer salary rate)</b>	NA	
<b>OTPS</b>		
<i>Please list and itemize</i>		
<b>Total OTPS</b>		
<b>Other</b>		
<b>Total Grant Amount</b>		