The Learning Communities program invites proposals from the University community for Learning Community funding for the 2020-21 academic year. Use of funds will extend from August 1, 2020 through May 14, 2021.

Learning community proposals should clearly reflect the **learning outcomes** of the departments and colleges represented. Proposals are due electronically by submitting this Qualtrics form by **5:00 p.m., Friday, January 17, 2020**.

**Vision for funding ISU learning communities:**

To support Iowa State University's commitment to student learning, the Learning Community initiative seeks to enhance our undergraduates' experience by providing all interested students dynamic, focused communities in which students, staff, and faculty can learn and grow together.

In keeping with this vision, the main criteria for funding learning communities will be:

- Programs that foster an integrated curriculum in which course content is connected and course participants interact.
- Programs that build strong, collaborative partnerships between academic and student support services. Programs that promote innovative pedagogy and collaborative curriculum development that may incorporate service-learning, interdisciplinary teams, cooperative learning strategies, out-of-class learning connections, and other curricular innovations.
- Programs that have a specific, comprehensive assessment plan that addresses clearly articulated, intended learning outcomes for students.

Additional emphasis will be placed upon:

- Programs that promote enhanced success of students in under-represented groups.
- Programs for first-year freshmen that facilitate the students' integration into the University community and extend to the full academic year.
- Programs that integrate a well-defined plan for peer mentors including, but not limited to, hiring, training, and supervision.
- Programs that demonstrate plans for sustainability and demonstrate college and/or departmental financial support.

For more information about learning communities at Iowa State University, please visit the website at [http://www.lc.iastate.edu](http://www.lc.iastate.edu). Contact Jen Leptien ([jenl@iastate.edu](mailto:jenl@iastate.edu)), Director of Learning Communities, if you have questions.
INSTRUCTIONS FOR THE QUALTRICS RFP FORM

As you work on your RFP, please utilize the following instructions to help you in the process. You can return to these instructions at any time by clicking the Back button:

- The link you received by email is unique for your learning community. Any time you want to access or work on your RFP, you will need to access it using that link.
- You do not need to complete your RFP all at once. You and any co-coordinator(s) can return to continue work on the form at any time using your individual link.
- IMPORTANT: In order to SAVE your work, you must complete an entire page of the RFP and click the Next button to move forward to the next section. Doing so will save your work and allow you or any co-coordinator(s) to return to the form by using the unique link you received by email.
- You can edit any previous work before submitting your final RFP by using the Back button on the form. Remember to follow the step above to save any changes you make to a section of the RFP.
- Please do not submit your RFP until you have completed all sections and uploaded the additional required documents (Budget Spreadsheet, Peer Mentor job description, and course/seminar syllabus from 2019-2020, if applicable).
- You will have a final opportunity to review all your responses before submitting your RFP.
- A PDF copy of your RFP will be emailed to you after your form has been submitted. Please retain this for your records. You will also receive a plain text version of your responses by email immediately after submitting your form.

If you have any questions about the Qualtrics RFP form, please contact Kyle Holtman at holtman@iastate.edu.

Revised 10/31/19

I acknowledge that I have read the above information and instructions.

☐ Yes

Are you completing this RFP for an existing learning community, or are you proposing a new learning community?

☐ Existing learning community

☐ Proposing a new learning community

When “Proposing a new learning community:” is selected:
What is the name of your proposed learning community?

________________________________________________________________________
Please select your learning community name:

- Agricultural Community Encourages Success (ACES) ... Writing Opportunities in Workplaces

---

**Student Counts:**
*If proposing a new learning community, please enter 0 for the Fall 2019 student count.*

- Fall 2019 student count: ________________________________
- Anticipated Fall 2020 student count: ________________________________

---

**Department(s) involved:**

________________________________________________________________

---

**Major(s) eligible:**
*Please include Open Option or undeclared majors within colleges, if applicable.*
*To expand the text box, click and drag at the bottom right corner.*

________________________________________________________________

---

**College(s) involved:**

- College of Agriculture and Life Sciences
- Ivy College of Business
- College of Design
- College of Engineering
- College of Human Sciences
- College of Liberal Arts and Sciences
Primary coordinator:
Additional coordinators may be listed in the next question below among others directly involved in your learning community.

- Name: ________________________________
- ISU Email Address: ________________________________

List any other faculty and staff who are directly involved with your learning community:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position (faculty, staff, etc.)</th>
<th>Department</th>
<th>Type of involvement</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Is your learning community required or optional for students?

- Required
- Optional
Is your learning community residential?
If your learning community has a residential option that is not required, please indicate both Residential and Non-residential.
If the residential option is required, please select only Residential.

☐ Residential
☐ Non-residential

When is your learning community offered?
Please consider a single cohort of students when answering this question.
- If your learning community operates in both fall and spring for two different cohorts, please select both Fall only and Spring only.
- If your learning community operates in both fall and spring for the same cohort, please select Full year (2 semesters).

☐ Fall only
☐ Spring only
☐ Full year (2 semesters)

Which student population(s) is served by this learning community?
Please choose all that apply
Note: Continuing students should only be selected if you serve upper-division or change-of-major students in your learning community.

<table>
<thead>
<tr>
<th>Student type</th>
<th>☐ New to ISU Students</th>
<th>☐ Continuing students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Admission type</td>
<td>☐ New direct from high school students</td>
<td>☐ Transfer students</td>
</tr>
</tbody>
</table>
In the matrix below, see examples of learning outcomes. List your specific learning community outcomes (cognitive, affective, and social), show how they connect to your department/college outcomes, what experiences you have designed to meet the outcomes, and how you will assess the intended outcomes. For assistance, please feel free to contact the central Learning Communities office or see the "Assessment Workbook" at our website: https://www.lc.iastate.edu/resources/assessments/tools-and-resources

<table>
<thead>
<tr>
<th>Intended learning outcome</th>
<th>Corresponding department/college outcomes</th>
<th>Specific LC experiences which will promote this outcome</th>
<th>Assessment plan: Evidence or artifacts to determine whether the outcome has been achieved</th>
</tr>
</thead>
</table>
| Example: Students will develop competency in communication & technical skills to make effective presentations. | Be able to present an effective oral report. | -Train students in basic PowerPoint skills  
-Individual & group presentations in class  
-Guest speakers & attendance at one or more events in the lecture series  
-Follow up discussion after lecture series events | -Instructor & peer evaluation & critique  
-Final presentation showcasing skills learned  
-Record student presentations for self-review and critique |
| Example: Students will use critical thinking & problem solving skills in applied situations. | Be able to apply knowledge to solving real life problems. | -Linked course assignments  
-Analysis of case studies  
-Field trips to observe actual work situations  
-Service learning projects  
-Study groups & team problem solving exercises | -Instructor evaluations of projects & assignments  
-Student journals & self-evaluations  
-Observations of students  
-Follow up discussions on case studies, field trips & service learning experience |
Intended learning outcome #1:

- Intended learning outcome
- Corresponding department/college outcome
- Specific LC experiences which promote this outcome
- Assessment plan: Evidence or artifacts to determine whether outcome has been achieved

Intended learning outcome #2:

- Intended learning outcome
- Corresponding department/college outcome
- Specific LC experiences which promote this outcome
- Assessment plan: Evidence or artifacts to determine whether outcome has been achieved

Intended learning outcome #3:

- Intended learning outcome
- Corresponding department/college outcome
- Specific LC experiences which promote this outcome
- Assessment plan: Evidence or artifacts to determine whether outcome has been achieved
Who will coordinate assessment of your learning community?

LC Courses
List all courses that are part of your learning community.

- If including courses with both a lecture and lab component, please enter as a single course (e.g. CHEM 177/177L)
- If including multiple course options that are dependent on placement assessment results, please enter as a single course (e.g. MATH 143, 165, 166)

**NOTE:** Listing courses below does not constitute the official Course Request Form that will be requested by the Office of the Registrar prior to the RFP due date.

<table>
<thead>
<tr>
<th>Course</th>
<th>Fall</th>
<th>Spring</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Course 2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Course 3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Course 4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Course 5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Course 6</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Course 7</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Course 8</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Course 9</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Course 10</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Are any of the following seminar/orientation classes for your LC students?
If not, please click the Next button to continue.
If you did not include your orientation/seminar course, click the Back button to return to the previous question.
Please indicate which components will be part of your learning community. Mark the appropriate options below, or write in any additional significant or unique activities that are not part of the list.

*Common courses: Co-enrolled students without connected course content.
**Linked courses: Co-enrollment plus instructors work together to connect course content.
***Integrated assignments: A singular assignment that is completed in common for more than one course. The assignment counts for a grade in each course, and that grade is based on criteria set by both instructors.

☐ Common courses*

☐ Linked courses**

☐ One-semester LC orientation course

☐ Full-year LC seminar/orientation course

☐ Integrated assignments***

☐ Social activities

☐ Industry tours

☐ Pre-semester field trip

☐ Field trips (during semester)

☐ Service-learning project

☐ Community service project

☐ Peer mentors

☐ Common reading

☐ Other 1 ________________________________________________________________

☐ Other 2 ______________________________________________________________

☐ Other 3 ______________________________________________________________
List your proposed activities to encourage student-faculty interaction.
To expand the text box, click and drag at the bottom right corner.

List specific partnerships with student affairs units (e.g. Multicultural Student Affairs, Residence Life, Dean of Students, Recreation Services, Student Counseling Center, Student Health and Wellness, etc.), service-learning partners, professional partners, or others with whom you plan to work. Briefly describe the collaborations.
To expand the text box, click and drag at the bottom right corner.

List ways you will incorporate the ISU Principles of Community into your learning community.
To expand the text box, click and drag at the bottom right corner.

Are you interested in linking with English 150/250 or an English 300-level course?
Please choose all that apply

If you want to develop a link, you must contact Brenna Dixon, Department of English LC Coordinator at bjdixon@iastate.edu or 515-294-9391.
The number of experienced faculty available to teach these courses is limited, so learning communities which collaborate in the development of their English course and can fill sections will receive priority.

☐ ENGL 150
☐ ENGL 250
☐ ENGL 300-level
☐ No
Are you interested in linking with PSYCH 131?

If you want to develop a link, you must contact Leif Olsen in the Academic Success Center prior to submitting this form. You can contact Leif at leolsen@iastate.edu or 515-294-6225.

- Yes
- No

---

File Uploads

Important: Once you upload your documents, you will no longer be able to view or edit them. If you need to replace a file after uploading, you can do so before submitting your RFP by clicking on the button again and select a new file to upload.

If you have any issues with file uploads, please email Kyle Holtman at holtman@iastate.edu.

---

Please upload your completed Budget Spreadsheet Excel document here.

---

Please upload a copy of your Peer Mentor job description here.

---

If applicable: Please upload a copy of the current year’s syllabus for your learning community seminar/course here.

Note: Only one copy of a syllabus is needed, even if multiple sections are offered, provided the content is the same. Contact Kyle Holtman at holtman@iastate.edu if you need to include additional syllabi.

---

Please note that information within this proposal may be shared with other LC coordinators and staff.

---

Signature of LC coordinator:

---

Please click the Next button below to review all your responses. If needed, you can use the Back button to make revisions.

We recommend that you provide a copy of this RFP for your department chair and associate dean. A PDF copy of your form will be emailed to you after submission.

On the next page, you will need to scroll all the way to the bottom and click the Next button in order to submit your RFP form.