



Discipline-focused Learning Technology Enhancement Academy 2010

Proposal Form

Please note that the number of words for sections 3, 4, 5 and 6 should not exceed 2000 words in total.

1. **Institution:** *only one proposal will be considered per subject department*

2. **Project title:**

3. **Project vision, objectives and rationale:** *Describe the nature and scope of the project; why has the department decided to do it? How does it link to the institution's strategic priorities in the sector? How is it aligned with HEFCE's Enhancing Learning and Teaching through the use of Technology implementation framework? What is the scale of transformational change you hope to achieve with the project? How do you think participation in the programme will help?*

4. **Stages of development:** *What are the anticipated timescales for addressing this enhancement area? The programme works best with projects that are in the very early stages of planning and development: at what stage is the project now and where do you expect to 'be' by the time of the residential event in April 2010?*

5. **The benefit to students:** *Describe the anticipated impact of your project on the student learning experience*



6. **Support:** Give an indication of the level and nature of the support from senior management; resources already committed

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7. **Team Members:** at the Team Leaders' meeting in January, we will spend some time discussing how teams can be selected, supported and prepared. It is not essential at this stage to identify the individuals that will make up the team, however, please identify the number, roles and sort of people who will be involved. We are keen to involve a student participant where it is appropriate to do so. It may also be appropriate to involve a stakeholder from outside the institution e.g. from a professional body/subject association. Teams are limited to a maximum of six including a member of the supporting Subject Centre and all team members are expected to commit to participation in the three-day residential, April 2010.

Role	Name (if known)	Email address (if known)

Team Leader's contact details

Name	
Institutional role	
Contact address (inc. postcode)	
Telephone	
Email	



8. **Summary:** *if your proposal is successful a summary based upon this submission will be placed on the Academy website together with the team leader's name and contact details. Please provide a 250 word summary that can be used for this purpose, otherwise we reserve the option of creating a summary from your submission. This summary will not be used in the assessment process. Submission of a proposal will be taken as approval of this publication.*



9. Dates: *Discipline-focused Enhancement Academy is a year long programme of facilitation and support for departmental emergent change. It is expected that successful institutions will take part in the full range of activities, including:*

Activity	Date
1. Team leaders meeting	14-15 January 2010, Weetwood Hall, Leeds
2. Teams formed in participating departments	January – March 2010
3. Visit by Critical Friend	January – April 2010
4. Three day residential event for project teams	14-16 April 2010, Horwood House, Milton Keynes
5. Teams develop plan and work with Critical Friend	April-June 2010
6. Team hosts CAMEL event and visits other teams	May-September 2010
7. Project implementation begins	June-September 2010
8. Final 24 hour project meeting	16-17 November 2010
9. Submission of project report	January 2011
10. Submission of brief implementation report and case study	April 2011

10. Signature: *The Higher Education Academy, on behalf of the Discipline-focused Enhancement Academy team will be storing data on the successful proposals and teams. Please indicate in your submission that you are agreeable to this. Your postal submission should be signed and dated on behalf of your institution and team.*

Please indicate your agreement with the following:

- *I agree to my name, title and institution being featured on the attendance list distributed to all delegates and being used for publicity purposes*
- *I agree to the information I have supplied on this form being stored in an electronic format by the Higher Education Academy and the Subject Network.*
- *If the proposal is accepted, I agree to publication of the project summary provided (or created by the Discipline-focused Enhancement Academy team from the information provided on this form) to be made available on the Academy website and for publicity purposes*

Signature _____

Name _____

Position Vice Chancellor/Principal/Dean/Head of Department

Institution _____

Date _____