

Clearinghouse Rule 98-059

CERTIFICATE

STATE OF WISCONSIN

WISCONSIN TECHNICAL COLLEGE SYSTEM BOARD

)
) SS
)

I, Edward Chin, Director of the Wisconsin Technical College System Board and custodian of the official records, certify that the annexed rules, Clearinghouse Rule 98-059 relating to faculty development grants, were duly approved by this board on July 22, 1998.

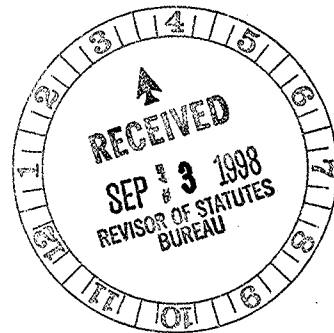
I further certify that this copy has been compared by me with the original on file with this board and that it is a true copy of the original, and the whole of the original.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the official seal of the Wisconsin Technical College System Board at 310 Price Place in the city of Madison, this 3rd day of September, 1998.



Edward Chin

Edward Chin, Director
Wisconsin Technical College System Board



11-1-98

**ORDER OF THE
WISCONSIN TECHNICAL COLLEGE SYSTEM BOARD
ADOPTING RULES RELATING TO FACULTY DEVELOPMENT GRANTS
(Clearinghouse Rule 98-059)**

The Wisconsin Technical College System Board proposes an order to create ch. TCS 15, relating to faculty development grants.

ANALYSIS PREPARED BY THE TECHNICAL COLLEGE SYSTEM BOARD

Statutory authority: s. 38.33(3), Wis. Stats.

Statutes interpreted: s. 38.33, Wis. Stats.

The purpose of the rule is to establish grant application criteria, and policies and procedures to implement and administer grant funds to local technical college districts. Local technical college districts will use these grants primarily to expand the use of learning technologies and to promote the effective use of newly emerging technologies. The grant funds will also be used to train new faculty members, upgrade the skills of current faculty, and improve the skills of those faculty members seeking to build a stronger academic environment. Fundamental to the overall success of a faculty development program are the efforts to (a) promote instructor awareness and expertise in a variety of newly emerging technologies; (b) integrate the use of new learning technologies into the curriculum and delivery of technical college instruction, and (c) use newly emerging technologies through sharing and collaboration among faculty and staff both within and across technical college districts.

Section 38.33, Stats., authorizes the technical college system board to establish, by administrative rule, specific grant award criteria, along with grant application policies and procedures, that enables a local technical college district board to request and receive available grant funds so that the district board may implement and administer a faculty development program at the district level.

The grant award criteria include:

- (a) The availability of adequate funds, including matching funds, to provide a faculty development program.
- (b) Whether a technical college district faculty development program adequately promotes instructor awareness of and expertise in a wide variety of newly emerging technologies; the integration of learning technologies in curriculum and instruction, and the use of instructional methods that involve emerging technologies.
- (c) Whether a technical college district's continuing program meet or exceed its goals and objectives.

Detailed application instructions and procedures for submitting grant proposals, which includes deadline dates, and reporting requirements, are contained in a manual that is prepared annually by the technical college system board and distributed to each technical college district.

TEXT OF RULE

SECTION 1. Chapter TCS 15 (title) is created to read:

CHAPTER TCS 15 (title)

FACULTY DEVELOPMENT GRANTS

TCS 15.01 PURPOSE. This chapter establishes criteria, policies and procedures to implement s. 38.33, Stats., relating to district board faculty development programs.

Note: Forms used in administering this rule are available from the Wisconsin Technical College System Board, 310 Price Place, P.O. Box 7874, Madison, Wisconsin 53707-7874.

TCS 15.02 DEFINITIONS. In this chapter:

- (1) "Board" means the technical college system board.
- (2) "Director" means the person appointed by the board according to s. 38.04(2), Stats.
- (3) "District" means a technical college district established according to ss. 38.04(1) and 38.06, Stats.
- (4) "District board" means the district board in charge of the technical college of a district.
- (5) "District director" means the person employed by a district board under s. 38.12(3), Stats.
- (6) "Program" means the faculty development program established by the district board under s. 38.33, Stats.

TCS 15.03 GENERAL. (1) Only technical college districts are eligible to apply for grant funds under this chapter.

(2) The board shall prepare an application manual and may update it as needed. The manual shall contain the application instructions, procedures and requirements for funding and submitting grant proposals.

TCS 15.04 GRANT APPLICATIONS. (1) Annually, during a time established by the board, a district may submit a proposal for a grant to assist in the funding of a faculty development program under s. 38.33(1), Stats.

(2) The grant proposal shall be in writing, signed by the district director or designee, and be in such form as the board requires.

(3) Each district is limited to a single grant application.

(4) Each grant proposal shall include all of the following:

(a) A description of the proposed faculty development program, which includes all of the following:

1. The planned development of the district's program.

2. Any current activities being conducted by the district relating to the faculty development program.

(b) A plan, which includes all of the following:

1. The goals and objectives of the program for meeting the instructional technology needs of the district.
2. A description and explanation of conditions that lead to development of the goals and objectives.
3. A detailed budget.

TCS 15.05 GRANT AWARD CRITERIA. When considering approval or disapproval of a grant award, the board shall determine whether a district's program:

- (1) Has sufficient financial resources to successfully provide the program as proposed in the grant proposal.
- (2) Adequately promotes all of the following:
 - (a) Instructor awareness of and expertise in a wide variety of newly emerging technologies.
 - (b) The integration of learning technologies in curriculum and instruction.
 - (c) The use of instructional methods that involve emerging technologies.
- (3) Is a continuing program and has met or exceeded its goals and objectives.

TCS 15.06 CONDITIONS OF THE GRANT AWARD. (1) A district may not apply for more than the amount of funds targeted to it by the board. The board shall annually determine the amount of funds a district may receive by setting a sum certain dollar amount, which would apply to all districts, plus an amount that would vary among the districts based on each district's proportionate share of the total number of instructors in the system.

- (2) District boards shall contribute matching funds, other than in-kind matching funds, equal to at least 50% of the total grant amount.
- (3) Grant award funds, including matching funds, may not be used for administrative or other indirect costs.
- (4) The board may establish limitations on the percentage of the grant award funds and matching funds that may be used to lease or purchase equipment or to purchase supply items. Such limitations shall be specified in the application manual prepared by the board under s. TCS 15.03(2).

TCS 15.07 REPORTING REQUIREMENTS. (1) A district receiving faculty development grant funds under this chapter shall submit to the board a mid-year and final grant evaluation report for each grant awarded that includes detailing activities on program completion and effectiveness.

- (2) Reports due under sub. (1) shall be on a form provided by the board and submitted on or before January 15 of the current fiscal year for the mid-year report, and on or before August 1 following the close of the fiscal year for the final report. The director may extend these times as needed.

SECTION 2. Initial applicability.

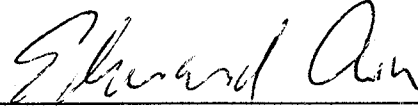
This chapter first applies to grants that are awarded after the effective date of this rule.

EFFECTIVE DATE

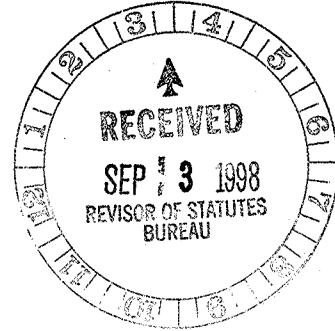
This rule shall take effect on the first day of the month following publication in the Wisconsin Administrative Register as provided in s. 227.22(2) (intro.), Stats.

Date: July 23, 1998

Wisconsin Technical College System Board



Edward Chin, Director





Wisconsin Technical College System Board
Edward Chin, State Director



September 3, 1998

Mr. Bruce Munson
Revisor of Statutes Bureau
Suite 800
131 West Wilson Street
Madison, WI 53703-3233

Dear Mr. Munson:

Enclosed for filing and publication is a certified copy of an Order of the Wisconsin Technical College System Board (Clearinghouse Rule 98-059) creating ch. TCS 15, Wis. Admin. Code, relating to faculty development grants. Also enclosed is an additional copy of the Order for use as a printer's copy.

Finally, since these rules create an entirely new chapter, I have also included a computer disk of the material.

Please contact me at (608) 267-9540 with any questions.

Very truly yours,

Jesús G. Q. Garza
Legal Counsel

Enclosures (3)

cc: Edward Chin, State Director
Dan Clancy, Asst. State Director

