

## Chapter TCS 15

### FACULTY DEVELOPMENT GRANTS

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**Note:** Chapter TCS 15 was created as an emergency rule effective April 1, 1998.

**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.

**History:** Cr. Register, October, 1998, No. 514, eff. 11-1-98.

**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.

**History:** Cr. Register, October, 1998, No. 514, eff. 11-1-98.

**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.

**History:** Cr. Register, October, 1998, No. 514, eff. 11-1-98.

**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.

**History:** Cr. Register, October, 1998, No. 514, eff. 11-1-98.

**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 the use and integration of technology curriculum development and instructional delivery.
- (3) Is conducted through in-service activities.
- (4) Is a continuing program and has met or exceeded its goals and objectives.

**History:** Cr. Register, October, 1998, No. 514, eff. 11-1-98.

**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).

**History:** Cr. Register, October, 1998, No. 514, eff. 11-1-98.

**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.

**History:** Cr. Register, October, 1998, No. 514, eff. 11-1-98.