Faculty Learning Community (FLC)

Application Information

A Faculty Learning Community (FLC) is a small group of faculty and staff working together to increase their knowledge and/or skills on a topic of mutual interest. An FLC provides the structure and support for this group to discuss, share, and encourage one another to reach their full professional potential. In addition to shared learning, FLC members work to put into practice what they are learning. Finally, the community is expected to share their knowledge and accomplishments with the wider university community.

For more information, including past FLCs topics and descriptions, visit:

<https://www.msudenver.edu/teaching-learning-design/programs/faculty-learning-communities/>

# Deadlines and Application

FLC applications are accepted throughout the year through an online form on our FLC webpage. For best consideration and planning purposes, we recommend applying for full-year and Fall semester FLCs before June 30, and by November 30 for the spring semester.

# FLC Topics

The Center for Teaching, Learning and Design continues to experiment with how FLCs are solicited and sponsored. We are especially interested in FLCs that directly support MSU Denver's primary mission: to provide a high-quality, accessible, enriching education that prepares students for successful careers, post-graduate education, and lifelong learning in a multicultural, global, and technological society. In support of MSU Denver’s mission, we continue to be interested in FLCs that partner with other campus organizations and we welcome other ideas for teaching and learning FLCs.

# FLC Outcomes

Each FLC should result in tangible results of some kind. These results can be universal for the group, specific to each individual in the group, or both.

For our students, some of the most valuable changes that occur are difficult to measure. The same is true for the effects of FLCs. If you anticipate that the most important outcomes of your FLC will be internal to the community members, it is worth considering how those can be demonstrated and shared.

# FLC types

## Teaching & Learning FLCs (open call)

FLCs focused on addressing effective teaching and learning at MSU Denver are sponsored by the CTLD and should be well-grounded in evidence and research. Topics could be related to student-centered teaching, inclusive teaching practices, active learning or new developments related to teaching and learning.

## Co-sponsored FLCs

* + Topic-based FLC co-sponsored by other MSU Denver organizations.
	+ Cohort-based FLC co-sponsored by other MSU Denver organizations.

These can happen in two (or more) types and involve coordination with some organization(s) other than the CTLD. The concept behind co-sponsored FLCs attempts to meet the following goals:

* + - To allow for FLCs which are not directly related to the teaching & learning mission of the CTLD, while not losing the "FLC expertise" the CTLD has to offer.
		- Ensure that FLCs on a given topic involve the relevant campus organizations and experts.
		- Partner organizations don’t necessarily have to split the FLC costs, but some level of coordination with the facilitators and/or contribution to the costs would be expected.

# Responsibilities of Facilitator(s)

Each FLC requires at least one member to serve as the facilitator of that group. Co-facilitator options are also welcome. The facilitator handles the logistics of the FLC and coordinates with the CTLD. The facilitator agrees to schedule at least eight meetings of the FLC over the academic year or at least four meetings over one semester. Finally, the facilitator has the difficult job of pushing the community to meet their individual and group outcomes.

Before applying, please discuss the duration and scope of this FLC with your chair/supervisor to make sure it won't interfere with other responsibilities you may have. The application form will ask you to enter that person’s name as an indicator that you have received chair/supervisor approval.

# Recruiting and Advertising

Recruiting faculty participants for an FLC is a big part of the early work for a facilitator. FLCs generally work best with between 8 and 12 members from a variety of departments and colleges. If selected, the CTLD will work with you to advertise your FLC, but the recruitment falls mainly on the facilitator.

# FLC Acceptance Criteria

Criteria for approval include the potential to enhance teaching and learning, relevance of the topic and appeal across disciplines, facilitator qualifications, and the likelihood of meeting the stated goals.

The FLCs are open to faculty and staff, and staff members may co-facilitate, however we encourage at least one facilitator to be a faculty member to meet the initial goals and intent of the program.

# Budget

The CTLD can support FLCs financially as needed. Options could include paying for books and materials, food to bond over, and/or a stipend for the facilitator(s) for their time and effort.

* Single-term FLCs have a total budget of $2000.
* Academic-year FLCs have a budget of $3500.

Both salary supplements and the food budget are taxable income, meaning 21% must be added to the combined stipend and food amount to cover payroll benefit costs. Food budget is provided directly to the facilitators. Additional supplies such as books are part of the budget but can be purchased through the CTLD.

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|  | **Semester-long FLC** | **Academic Year FLC** |
| Facilitator(s) stipend | $1400 | $2400 |
| Food/other (maximum) | up to $250 | up to $500 |
| Benefits (21% of above) | (varies) | (varies) |
| Books, supplies, other nontaxable materials (maximum) | up to $300 | up to $600 |
| TOTAL | **May not exceed $2000** | **May not exceed $3500** |

Below is an example of a single-term, co-facilitated FLC budget

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| **Item** | **Cost** | **Explanation** |
| Facilitator(s) stipend  | $1,300.00 | $650.00 each for two co-facilitators |
| Snacks/other | $100.00 | Light lunch for 10 participants for the first and last FLC meetings.  |
| Benefits (21% of above) | $294.00 | 21% of $1,400.00 |
| Books | $290.00 | Purchase of 10 books at $29 each  |
| TOTAL REQUEST | $1,984.00 |  |