

Course Enhancement Fund Proposal

JULAC Information Literacy UGC-T&L Funding

Please read the following information before filling out the Course Enhancement Fund (CEF) proposal.

Important Dates

Deadline for Preliminary Proposal Submission	20 Aug 2016 (Fall semester) 10 Jan 2017 (Spring Semester)
Deadline for Final Proposal Submission	20 Sep 2016 (Fall semester) 10 Feb 2017 (Spring Semester)
(Announcement of Results) Library Endorsement	20 Sep 2016 (Fall semester) 10 Feb 2017 (Spring Semester)

Application Guidelines

- **Outcome-based:** Embeds the information literacy design and delivery via outcome-based teaching and learning
- **Evidence-based:** Provides a clear and systematic evaluation plan to demonstrate evidence of attainment of Information Literacy objectives, which may include generic and subject specific baseline measurements for pre- and post-implementation comparison
- **Feasibility:** Provides a realistic scope for the deliverables, time frame and milestones

Information Literacy – ACRL Standards or Framework

A Course Enhancement Fund (CEF) of \$15,000 will be used in a course where faculty members and librarians collaborate to incorporate information literacy (IL) elements in a course with research component.

It is part of a UGC funded teaching & learning project, "Enhancing information literacy in Hong Kong higher education through the development and implementation of shared interactive multimedia courseware to enhance students' information literacy competency".

The CEF projects are recommended to reference the following documents in its approach to embedding IL in a course.

- ACRL Information Literacy Framework (<http://acrl.ala.org/framework/>)
- The SCONUL Seven Pillars of Information Literacy (<http://www.sconul.ac.uk/sites/default/files/documents/coremodel.pdf>)

Result Dissemination

The teaching initiatives and collaborations will be shared at HKUST or JULAC (Joint University Librarian Advisory Committee) Information Literacy Project Symposium.

Enquiries

- Please contact Ms Eunice Wong (x6751) or Ms Victoria Caplan (x6756) of the Library if you need further information.

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Faculty Member(s) or Instructor(s)

Name	Post	Dept/Division/Center
Leader(s):		
Member(s):		

1. Project Descriptions (up to 3 pages)

Please provide the details of your project, including the following sections:

- a. CEF objectives
Through this collaboration with the Library, what Information Literacy learning needs will be addressed? How will students be benefited?

- b. Project plan and methodology
How will this project address the needs mentioned?

- c. Information Literacy Intended Learning Outcomes
What are the intended Information Literacy learning outcomes of this project? How do they relate to the intended learning outcomes of the course/program?

- d. Project monitoring and evaluation on the learning impact on students
How will this CEF project be evaluated to assure its effectiveness in achieving the intended outcomes and attaining the CEF objectives?

3. Project Development and Implementation

- a. Timeframe
 Proposed start date: _____ (dd/mm/yyyy)
 Proposed completion date: _____ (dd/mm/yyyy)
 Expected duration: _____ month(s) _____ week(s)

b. Course details

Course Code & Name	No. of students	Semester/Year
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c. Project implementation

Period (e.g., Week 5 Spring 2017)	Planned actions / Key milestones

4. Budget and Justification

General equipment, like laboratory appliances and computers, would not be funded.

a. Staff

Position	Responsibilities	Salary	Employment period

b. Consumables

Item	Budget

c. Other Spending (*For example, prize for award winning student research paper or poster or presentation, workshop provided by professional trainer, etc.*)

Justification	Budget

d. Total budget (a+b+c): HK\$ _____

5. Copyright Declaration

I _____ (name of the Project Leader) have read the current Copyright Ordinance (http://www.ipd.gov.hk/eng/pub_press/publications/cpr_ed_e.pdf) concerning the education sector and declare

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that I will observe the copyright regulations and take full responsibility for the use of all copyrighted materials in my CEF project.

Signature: _____

Name/Dept: _____

For University Librarian:

This Course Enhancement project is : Approve Not approve

Signature: _____

Name: _____

Date: _____

Comments: