

# **Experiential Learning Fund 2013-2014**

## **Final Report**

Prepared by Jessica Adkin, Chair of the Experiential Learning Fund Selection Committee

### **Introduction**

The Experiential Learning Fund was administered for the second time during the 2013-2014 academic year. The fund consisted of \$30,000 provided through the President's Office and intended to provide support for faculty and students engaging in for-credit experiential learning.

### **Process**

The process was organized by the Experiential Learning Initiatives Network (ELIN) chaired at the time by Alana Lajoie-O'Malley. Members of ELIN created an application form (see Appendix A).

Members of the selection committee were chosen:

VP Academic designate: Lloyd Kornelson

Dean/Associate Dean: Sylvie Albert

3 members of ELIN: Debbie Schnitzer, Kathleen Venema and Andrée Forest

Student member: Nawal Tajdin

Chair: Jessica Adkin

A call for submissions was put in the Faculty and Staff e-mail bulletin in early October with an intended deadline of October 25<sup>th</sup>.

Once all applications were received, the selection committee members were emailed all applications along with a template to use as a guide for evaluation (see Appendix B). The Selection Committee met in person to finalize the selection of the recipients on November 15<sup>th</sup>, 2013. After consensus was reached, the Chair of the Selection Committee e-mailed letters to all applicants (see Appendix C and Appendix D) informing them of the outcome.

The Chair of the Selection Committee provided The President's Office with the names of the successful applicants along with the dollar amount awarded to each. The President's Office requested that Financial Services set up designated accounts for faculty recipients and ensured that the appropriate amount of money was transferred into the accounts. Once the accounts were set up, the Chair of the Selection Committee emailed the designated account numbers to the successful applicants. In the case of student recipients, the President's office arranged cheques for pick-up.

## **Summary of Applications**

### **Application #1: Field-school in Paleoanthropology and Paleolithic Archaeology**

Applicant(s): Students, Anthropology  
Funding requested: \$14,532.00  
Funding approved: \$1,000.00

### **Application #2: Experiential-Learning Based Campus Sustainability Course Development**

Name of Applicant(s): Faculty, Environmental Studies & Sciences  
Funding requested: \$2,580.00  
Funding approved: \$2,500.00

### **Application #3: Enhancing and Building Research Skills with Manitoba First Nations**

Name of applicant(s): Faculty, Anthropology  
Funding requested: \$8,985.00  
Funding approved: \$0

### **Application #4: ESL Teacher Certificate Program Service Learning Course**

Name of applicant: Staff, English Language Program  
Funding requested: \$4,950.00  
Funding approved: \$0

### **Application #5: Aboriginal Healing Field School**

Name of Applicant(s): Faculty, Religion & Culture  
Funding requested: \$10,480.00  
Funding approved: \$5,000.00

### **Application #6: Outdoor Recreation & Education Course**

Applicant(s): Faculty, Kinesiology  
Funding requested: \$1820.00  
Funding approved: \$1500.00

### **Application #7: Special Topics Experiential Learning Course**

Applicant(s): Faculty, History  
Funding requested: \$29,579.00  
Funding approved: \$4500.00

### **Application #8: Prairie Field Course**

Applicant(s): Faculty, Biology  
Funding requested: \$14,000  
Funding approved: 0

**Application #9: Experiential Learning Survey of Psychology Students**

Name of Applicant(s): Faculty, Psychology  
Funding requested: \$2,000.00  
Funding approved: \$1,000.00

**Application #10: The Hatra Ballista: Experimental Archaeology of late Roman Artillery**

Applicant(s): Student, Classics  
Funding requested: \$2,000.00  
Funding approved: \$2,000.00

**Application #11: School Counsellor Preparation**

Name of Applicant(s): Faculty, Education  
Funding requested: \$24,800.00  
Funding approved: \$0

**Application #12: Shanghai Field School**

Applicant(s): Members of Faculty, East Asian Languages and Culture  
Funding requested: \$19,100.00  
Funding approved: \$1,000.00

**Application #13: Sikyon Field Course**

Name of Applicant(s): Faculty, Classics  
Funding requested: \$5,000.00  
Funding approved: \$1,000.00

**Application #14: Directed Readings Course with Experiential Component**

Applicant(s): Faculty, Theatre and Film  
Funding requested: \$2,000.00  
Funding approved: \$0

**Application #15: The Story Fort Project**

Applicant(s): Faculty, English  
Funding requested: \$7,500.00  
Funding approved: \$2,500.00

**Application #16: Inside Out Project**

Names of Applicant(s): Faculty, Urban and Inner City Studies  
Funding requested: \$10,335.00  
Funding approved: \$8,000.00

### **Application #17: Cultural Management Project in Mexico**

Applicant: Student, Master's in Development Practice in Indigenous Development

Funding requested: \$9,108.00

Funding approved: \$0

Number of applications received: **17**

Total dollar value requested: **\$168,769**

Number of applications funded: **11**

Minimum amount funded: **\$1,000.00**

Maximum amount funded: **\$8,000.00**

### **Future Considerations**

The Steering Committee provided the following suggestions for future administrations of this fund:

- Look at rewording the question of whether or not the funds are needed for the project to move forward. Some applicants did not specify. Possibly make this a mandatory component?
- Rework the evaluation template to find a more effective method of evaluating the budget component. The Committee looked at more sustainable options that, with time, should no longer require this funding. The current Evaluation template was useful in preparing for the selection committee meeting but lacked the means necessary to communicate the "why" the individual selector chose that evaluation.

## APPENDIX A

### APPLICATION FOR A GRANT FROM THE EXPERIENTIAL LEARNING FUND

#### **Purpose**

The purpose of **The Experiential Learning Fund** is to advance **for-credit** experiential learning at The University of Winnipeg. The fund is intended to support for-credit experiential learning opportunities for UWinnipeg students **that might not otherwise exist**. The fund is **not** intended to support an individual student or groups of students who are pursuing a mandatory practicum component of a course.

Experiential uses participants' own experience, activity, and reflection, rather than only lecture and theory, as the means of generating understanding and transferring skills and knowledge. It is an umbrella term often used to describe service learning, practicum experiences, internships, and fieldwork, as well as activity encompassed by prior learning assessment.

#### **Eligibility**

Applications may be accepted from students, staff and faculty members of The University of Winnipeg. We also encourage application teams and partnerships with community groups.

#### **Funding Criteria**

Proposals can include projects that either advance University-wide mechanisms/supports for experiential learning or projects that support specific experiential-learning opportunities for students. Any costs directly related to such projects may be eligible for funding. Projects may include, but are not limited to, those that:

- Connect students with experiential learning opportunities;
- Integrate experiential-learning into existing courses;
- Develop & deliver new experiential learning courses;
- Develop assessment practices for experiential learning;
- Address administrative or other barriers to advancing experiential learning at The University of Winnipeg;
- Build long-term, sustainable experiential learning partnerships with local, national and international entities;
- Develop practices and frameworks for experiential learning that benefit and serve the needs expressed by community partners;
- Support experiential learning research.

#### **Application Process**

Applicants are asked to complete a project proposal that answers the following questions, and follows the following format:

##### PROJECT SUMMARY

- a) In 2-3 sentences, please describe your project.
- b) What are the overall objectives of your project?
- c) How does your project advance for-credit experiential learning at The University of Winnipeg?

#### PROJECT IMPACT

- a) What do you expect to be the impact of your project on the University?
- b) What is the potential for long-term benefits or sustainability from your project?
- c) How will the project's results be reported and evaluated?

#### PROJECT BUDGET

**READ CAREFULLY:** APPLICATIONS MAY APPLY UP TO THE FULL FUND AMOUNT OF \$30,000; however, applicants should be aware that partial funding may be awarded to allow funds to be distributed to several applicants. **We therefore require a clear and honest assessment of the impact of no or partial funding on your project.** If your project will not be possible with partial funding, and if the selection committee prioritizes funding several smaller projects, your project may not be funded.

While your project can extend beyond the funding period, all monies provided through this fund must be expended by August 30, 2014. Requests for carry-over of funds beyond August 30, 2014 must be addressed in the proposal itself.

- a) Please complete the *Experiential Learning Fund Budget Template* provided and attach it to your application.
- b) Is the project expected to continue beyond the grant period, and if so, is there any evidence that it might be self-sustaining in the future?
- c) What will be the impact on your project if you are not awarded these funds?  
How will your project change?

Applications should be forwarded to the President's Office at [president@uwinnipeg.ca](mailto:president@uwinnipeg.ca), subject line "EL Fund Application."

Applications should be submitted no later than **Friday, October 25<sup>th</sup> 2013**. The Selection Committee will provide confirmation of funding by **Friday, November 8<sup>th</sup> 2013**. All funds must be spent by **March 31, 2014**. As noted above, requests for carry-over of funds beyond March 31, 2013 must be addressed in the proposal itself.

#### **Selection Committee (6)**

The Selection Committee for this fund shall include:

- 1 designate appointed by the Vice-President Academic
- 1 Dean
- 4 members of ELiN (Experiential Learning Initiative Network), at least 1 of whom is a student member

#### **Previous Project Examples**

**Department of Classics.** Faculty member.

Funding to support and provide UWinnipeg students with the opportunity to participate in an archaeological excavation in Greece for 5 weeks during the summer. For credit.

**Department of Religion and Culture.** Faculty member.

Funding to support a field study program in Bordeaux, France in July, 2013. For credit.

**Department of Biology.** Student.

Funding to support honours student project doing field work at Sandilands Forest collecting data on the Least Chipmunk. For credit.

**Department of Anthropology.** Students.

Funding to support students gaining hands-on field and excavation experience in paleoanthropology and archaeology by attending the Balanica field school in Serbia. For credit.

**Department of Indigenous Studies.** Faculty member.

Funding to support a 3 week summer field school for students to learn about local plants, their uses, and perspectives from Indigenous traditions. For credit.

**Department of Kinesiology and Applied Health.** Faculty member.

Funding to support the additional of an experiential learning element (canoeing and kayaking at Fort Whyte) to a traditional classroom course (Outdoor Education and Recreation). For credit.

**Faculty of Kinesiology.** Faculty members.

Funding to advance experiential learning for Athletic Therapy students by implementing an online Health Sciences Placement Network activity tracker and practicum database. For credit.

**Department of Psychology.** Faculty member.

Funding to support the development of a 4-year General Degree in Community and Applied Psychology, which would involve one or more courses that require students to work in the community. These funds would be used to hire a senior student to develop a compendium of potential work placements.

**Department of Urban and Inner-City Studies.** Faculty member.

Funding to support a student in a Directed Readings course with an experiential learning base. The student will visit 12 community based organizations and education institutions that serve inner-city adults to encourage potential adult learners to pursue post-secondary education and to learn how to attract adult learners to post-secondary education. For credit.

**Department of Religion and Culture.** Faculty member.

Funding to support a 6-credit summer course titled "Japanese Civilization: Past and Present" held in Kyoto. The funding will enhance the student experience by supplementing the program with an overnight trip to Nara and Mt. Koya. For credit.

**Department of Theatre and Film.** Student.

Funding to support a student taking a Special Studies course in Playwriting who will travel to Ireland for first-hand research on a script.

**APPENDIX B**

Please assign a point value for each of the criteria. The minimum and maximum point values are indicated in brackets for each criteria.

	Criteria #1	Criteria #2	Criteria #3	Criteria #4	Criteria #5	Total		
Application #	Does this project advance for-credit experiential learning at UWinnipeg? (1 - 5)	Does this project have an impact on UWinnipeg? (1 - 5)	Is there potential for long-term benefits or sustainability from this project? (1 - 5)	Is there a reporting and evaluation structure in place? (1 - 3)	Does the project require these funds in order to operate? (1 - 3)		Dollar amount recommended	Comments
						<b>0</b>		
<b>SAMPLE</b>	<b>4</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>3</b>	<b>15</b>		
						<b>0</b>		
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APPENDIX C



THE UNIVERSITY OF WINNIPEG

February 8, 2013

XXXXX

Dear XXXX,

Thank you for your proposal to the **Experiential Learning Fund**. We are pleased to support your project titled "XXXX" in the amount of **\$XXXX**.

Financial Services will arrange a designated account to provide you with the approved funding. If you do not receive your transfer of these monies in the next 7 days, please contact Angelina Turney in the President's Office at [a.turney@uwinnipeg.ca](mailto:a.turney@uwinnipeg.ca). Based on the terms of reference of the fund, you will have until August 31, 2014 to complete the project. A final report outlining the use of the funds and the outcome of the project is required to the President's Office within two months of the completion of the project.

Any money unused or unclaimed as of August 31, 2014 will be returned to the fund and applied to future projects.

Congratulations and best wishes for a successful project!

A handwritten signature in blue ink, appearing to read 'J. Adkin'.

Jessica Adkin  
Chair, Experiential Learning Fund Selection Committee

Cc:

Dr. Lloyd Axworthy, President & Vice-Chancellor  
Dr. Neil Besner, Vice President (Research, Recruitment & International) and Acting Provost and Vice-President (Academic)  
Ms. Alana Lajoie-O'Malley, Chair of the UWinnipeg Experiential Learning Initiatives Network (ELIN)

APPENDIX D



THE UNIVERSITY OF WINNIPEG

February 8, 2013

XXXXX

Dear XXXX,

Thank you for your proposal to the Experiential Learning Fund titled "XXXXX". The selection committee focused their attention on projects that advanced for-credit experiential learning opportunities for UWinnipeg students. Unfortunately, not all of the applications could be supported by the limited funds available and we are unable to recommend funding at this time. If you would like further feedback, please contact me at [je.adkin@uwinnipeg.ca](mailto:je.adkin@uwinnipeg.ca)

We hope you will consider applying again in the future.

Sincerely,

A handwritten signature in black ink, appearing to be 'JA'.

Jessica Adkin  
Chair, Experiential Learning Fund Selection Committee