⬜ Open SLCC Grant Application (Mock Example)

`DRAFT`

Please note, the intent is for this to be a fairly simple application process. Estimates and concise explanations should suffice. If your application shows promise our office may reach out to clarify your proposal rather than rejecting the application outright. Once approved, we will collaborate with you to develop a more detailed plan, addressing the more nuanced or unresolved aspects of your project.

Applications are due April 26, 2024. If you start this application and are unable to finish in one sitting, you may "Save as Draft" and come back and finish this application by logging back in with your SLCC credentials.

What if I have questions while filling this out?

Please review the Open SLCC grants page on the Open SLCC webpage before and during the application process. If questions are not answered there, please contact the OER Director, Andrea.Scott@slcc.edu or the OER Faculty Fellow, Brenda.Gardner@slcc.edu.

PROJECT COLLABORATORS

In this section, you will list all authors involved in this project, along with the anticipated percentage of work for each author. Additionally, you will indicate the level of Open Educational Resources (OER) and accessibility experience that each project collaborator/author possesses, and specify the chosen licensing for your project, if it has been determined.

Note: While we hope to support greater collaboration among institutions in the future, SLCC currently can only accommodate internal authors utilizing an RFP. External support is welcomed, though funding must be provided by their respective institution. Reviewers or editing support will be listed later in this application.

Principle Project Lead/Author *

> Billy Bob Joe

Lead Author's Job Title *

> Assistant Professor

Lead Author's Department: *

> Business

Lead Author's Anticipated % of Project Work: *

> 50

List all other participating authors

> Martha May, Sanja Sunset

Indicate the anticipated work by each participant listed above. You do not need to include the % for the lead since it is already listed.

Martha May - 20%; Sanja Sunset - 30%

OER EXPERIENCE & LICENSING:
Select the most appropriate statement for your project team.

In the comment box briefly list applicants' OER experience, courses/training or plans to acquire.

- ◯ All the following are true: 1. All applicant(s) have completed Intro to OER course (OER 101 or equivalent) AND 2. have strong OER experience AND 3. project licensing has already been determined.

- ◯ All applicant(s) have either completed or are enrolled in Intro to OER course (OER 101 or equivalent) OR have strong OER experience, and project licensing has already been determined.

- ◯ At least one of the applicants has OER licensing experience. Other applicants indicate they will or are taking the Intro to OER course.

- ◯ All applicants are new to OER and will be or currently are taking an Intro to OER course.

- ◯ None of the above. Please explain in the comments.

Comments:

- Billy Bob Joe: Completed OER work on statistics, and utilized OER in previous courses.
- Elon Musk: Attended OER workshops and integrated OER into coursework. Currently enrolled in OER 101.
- Sanja Sunset: Completed OER 101.

If already determined, state which Creative Commons license you intend to apply to your work.	CC-BY

See: https://creativecommons.org/share-your-work/cclicenses/

ACCESSIBILITY EXPERIENCE:
Select the most appropriate statement for your project team.

Please briefly describe evidence for your statement, if appropriate in the comment box.

○ ALL applicants already have a clear understanding of how to create accessible materials. For example, all applicants have implemented accessibility into courses and are familiar with accessibility best practices like alt text, color contrast, logical order, and assistive technology compatibility or all applicants have taken the Canvas course: "Universal Access Core Training".

○ ☒ All applicants indicate they plan to take accessibility training or work with the Universal Access Coordinator to create accessible materials before they begin curating or creating content. The training timeline could be after the application is selected.

○ If there is more than one author, one applicant will be taking an accessibility course and will ensure that the OER content chosen or created will be fully accessible to all students.

○ Other. Please explain below.

Comments:
- Billy Bob Joe: Completed accessibility training for digital content.
- Martha May: Attended workshops on creating accessible materials.
- Sanja Sunset: Currently enrolled in an accessibility course.

DEMONSTRATION OF OER PROJECT NEED AND GAP ANALYSIS

In this section, you will specify if you have collaborated with a librarian and show the level of demand for Open Educational Resources (OER) through a search and/or gap analysis. Applicants are strongly encouraged to consult with their Liaison Librarian regarding existing suitable OER materials and those that may need to be developed.

Have you met with a Liaison Librarian? *   ○ ☒ Yes

○ No

○ Other. Please explain.

Comments:

Briefly describe the repositories or directories you or the librarian have searched, and any suitable OER materials you have found.
(Maximum words: 150)

Conducted an extensive search in MERLOT, Digital Orange Grove, and OER Commons.

DEMONSTRATION OF NEED: Based on your gap analysis, please explain why you feel that there is a national or institutional need for your project. You may type your justification or evidence here, or you may upload a document on the next question. *
(Maximum words: 500)

Identified gaps in comprehensive Business Statistics materials and confirmed a national need for the project. No OER text addresses business statistics from an Excel perspective, which many institutions across the nation are moving to.

(Optional) Upload your gap analysis or search worksheet.

[Upload file]

COMMUNITY IMPACT: Do you anticipate other courses at SLCC, or other institutions will use your project materials? If so, please briefly describe the potential impact.

○ ☒ Yes. Please comment with the potential impact.

○ No.

○ Unsure. Please explain.

Comments:

We anticipate all Business Statistics courses at SLCC will use this course. We intend to also share our work at conferences the year after the course is developed to share with others in our field We are aware of 3 other colleges that use Excel to teach Business Stats – Orion College, Dog Eat Dog Community College, and Backbend College

OER PROJECT PLAN DETAILS

In this section, you will select the category of your Open Educational Resources (OER) project, provide a description of the project, and specify potential distribution channels, if available. Following that, you will outline the teaching and learning impact of the project, as well as its cultural relevance, demonstrating how it will benefit populations disproportionately affected by textbook costs.

Which category are you applying for? *

- ◯ Adopt
- ◯ Maintain
- ◯ Ancillary
- ◯ Revise/Remix
- ◯ ☒ Authoring
- ◯ Other

Provide a brief description of the work you plan to create. *
(Minimum words: 10)
(Maximum words: 1000)

We propose to create an OER Business Statistics textbook for the business department. The content will be hosted on Sharepoint for collaborative development and later transferred to Pressbooks, allowing easy access for students and faculty.

Distribution: If already determined, how will the content or project be shared with students, the college, and the broader community? *

- ◯ ☒ Pressbooks
- ◯ Canvas Commons
- ◯ Other - please indicate in comments.
- ◯ Unknown

Comments:

TEACHING AND LEARNING IMPACT - What OER materials or digital tools do you plan to use to enhance teaching and learning and to improve student success? Include any technical requirements on how you will develop your content.
(Minimum words: 10)
(Maximum words: 150)

We plan to use Pressbooks for content creation, enhancing teaching and learning. We believe we can improve what is currently offered in the course but adding interactive data visualizations such as through H5P as well as specific instructions and practice problems within Excel interspersed throughout the text.

CULTURALLY RELEVANT - Describe how your OER demonstrates a commitment to include diverse perspectives into your OER project and serve populations disproportionately affected by textbook costs.
(Maximum words: 50)

We have 3 faculty working on this from various perspectives. Billy comes from Business, Martha comes from the Math department and Sanja has expertise in Excel.

STUDENT SAVINGS IMPACT

In this section you will provide information and estimates regarding the course impacted for Open SLCC to determine the potential student-savings impact.

List the Course Number and Title for which you propose to create an OER. *	STAT 2000 Business Statistics

Is this a new course? *

◯ Yes

◯ ☒ No

A **new course** is defined as a course that is new to the course catalog or has not been taught before.

If the course is not new, please list the number of sections this course was offered last academic year: Fall=3; Spring=2; Summer=0

List the average number of students enrolled per section. 18

Will the OER you are proposing to create replace the primary course materials? *

◯ ☒ Yes

◯ No

◯ Unsure. Please explain in the comments.

Comments:

What is the total cost of textbook materials that each student is currently required to purchase for this course that will be replaced? 120

TIMELINES & PROJECT SUPPORT

In this section, you will provide estimated key timelines and outline your plans for editing, peer reviewing your project, and utilizing other SLCC support personnel.

You will be asked to attach a timeline or outline of your project, including key milestones such as editing, reviewing, piloting, publication, wrap-up, and rollout to students. We understand that this section may be challenging, particularly for those new to OER therefore estimates are acceptable.

FEASIBILITY: Anticipated Project Start Date *

◯ July 2024

◯ August 2024

◯ ☒ Fall 2024

◯ Spring 2025

◯ Other. Please indicate in the comments.

Note: Funding will be available in July at the earliest

FEASIBILITY: What is your anticipated semester to pilot your OER? (Initial Completion)*

◯ Fall 2024

◯ Spring 2025

◯ Summer 2025

◯ ☒ Fall 2025

◯ Spring 2026

◯ N/A

◯ Other. Please indicate in the comments.

FEASIBILITY: What is your anticipated semester to fully roll out your OER? (Final Completion)*

◯ **Spring 2025**

◯ **Summer 2025**

◯ **Fall 2025**

◯ **Spring 2026**

◯ **Summer 2026**

◯ ☒ **Fall 2026**

◯ **Other. Please indicate in the comments.**

PEER REVIEW PLAN: Select the most appropriate statement for your peer review plan. Then briefly describe your plan and timeline for reviewing, including who the reviewers are, if determined, in the comment box below the choices.

- ◯ More than one peer-reviewer, outside of the applicant(s), has ALREADY agreed to ensure quality and standards alignment.
- ◯ ☒ More than one peer-reviewer, outside of the applicant(s), will be used to ensure quality and standards alignment, but we do not have them determined.
- ◯ One peer reviewer will be used OR applicants will review the work themselves.
- ◯ Applicant(s) want the project peer-reviewed, but we do not have a plan yet.
- ◯ Applicant(s) do not plan or need peer reviewing. Please explain in the comments.

Comments: We plan on sending this to other department members to review during the Pilot phase.

EDITING PLAN: Select the most appropriate statement for your editing plan. Then briefly describe your plan, including the instrument and timeline for editing in the comment box below the choices.

- ◯ ☒ I/we intend to edit the content utilizing the Open SLCC editor. We have already spoken with the editor and have included the plan in our timeline (upload at bottom of page)
- ◯ I/we intend to edit the content either with the Open SLCC editor or a nationally recognized instrument. We have not spoken with the editor but have included estimated editing in our timeline (upload at bottom of page)
- ◯ I/we intend to edit the content between the team members using a nationally recognized instrument.
- ◯ I/we are currently unsure about how we will edit.
- ◯ Other. Please explain.

Nationally recognized documents include Grammarly, ChatGPT (just for checking editing, grammar), etc.

Comments:

(OPTIONAL) ADDITIONAL REQUESTED SUPPORT: Open SLCC can provide support for OER projects, including the using an editor, integrating into Pressbooks as well as professional development. Please indicate which of these supports you anticipate utilizing at some point in your project.

- ☐ ☒ OER Editor
- ☐ ☒ Pressbooks Integration
- ☐ ☒ eLearning Support (Canvas Integration)
- ☐ ☒ Professional Development. Please list in comments.
- ☐ Other. Please explain in comments.

Comments:

SLCC SUPPORT: I/we have contacted people in the following roles to secure support for this project.

- ☐ ☒ Librarian (Gap Analysis)
- ☐ ☒ Open SLCC Editor (Editing Plan)
- ☐ eLearning (Pressbook & Canvas Integration)
- ☐ OER Director (Budget & Timeline)
- ☐ Accessibility Services (Training)
- ☐ Other - Please list

Comments:

(OPTIONAL) List the anticipated editing hours you require. You may want to contact Linda.Bult@slcc.edu for help estimating.

120

Enter a number only in the text field.

TIMELINE: Please attach your project timeline and/or outline. This could be goals of chapters, objectives, topics, articles per month or week. Include key project milestones and your expected time for editing, reviewing, piloting, publishing, wrap-up, and rollout to students.

[ ] Upload file   (See next page for example)

DETAILING YOUR BUDGET & DEPARTMENTAL SUPPORT

In this section you will provide details about your requested budget as well as attach a letter of support from your supervisor.

Please use the compensation and timeline guide found on the Open SLCC Website to provide the projected hours and a create a budget that outlines specific responsibilities for each project role, including editing and reviewing. For roles that use existing support, such as eLearning or our editor, just include estimated hours.

Have you applied for or been granted any external or other internal sources of funding (money or release time) for this proposal? Please indicate yes if this project includes working with eLearning on a course redesign. *

( ) [X] Yes. Please indicate additional funding in comments.

( ) No

( ) To be determined. Please indicate potential compensation in the comment

Comments:

If approved, Billy Bob will receive 3 hours reassigned time for Fall24 & Spr25 and Sanja will receive 2 hours of reassigned time.

BUDGET $: Total Amount of Money You are Requesting for Your Grant Request *

22,000

DETAILED BUDGET: Attach a detailed budget that includes hours per payment for each project role to support your request. For roles that use existing support, such as eLearning or our editor, just include estimated hours.

[ ] Upload file

DEPARTMENT SUPPORT LETTER: Please attach a support letter from your supervisor, such as your Chair, AD, or Dean.

[ ] Upload file

This letter verifies that the grant recipients will be approved of the RFP and assigned to teach the redesigned course at least once during the grant timeline. If it is not possible to guarantee that the grant recipients will teach the redesigned course during this period, please identify one or more alternates who will commit to using the open materials if the grant is awarded and the course is redesigned. Letters can be attached via this form or emailed to Andrea Scott.

PROMOTION & AGREEMENTS

In this section, you will indicate your plans for publicizing this project, if known, and may include any additional comments you wish the evaluation committee to consider.

(OPTIONAL) I/we plan to publicize this grant-funded project by:

[ ] Providing Open SLCC with press-worthy updates

[ ] Presenting in webinars, workshops, and professional meeting

[ ] Giving a presentation to department colleagues

[ ] Other - please comment below

Comments:

(OPTIONAL) OTHER COMMENTS: Please add any additional comments you want the review committee to know. Include unaddressed comments about this project, where applicable.
(Maximum words: 200)

We are excited about the potential impact of this OER project on student learning and affordability. The collaborative effort of our team ensures a comprehensive and high-quality resource for Business Statistics students. All Business Stats instructors are on board with this project.

Outline and Key Timelines/Deliverables for Introduction to Business Statistics with Excel Emphasis

1. **Overview of Statistical Analysis in Business (August 2024)**
   - Introduction to Excel: Basics for Statistical Analysis
   - Descriptive Statistics in Excel
2. **Calculating Measures of Central Tendency and Variation in Excel (Sept 2024)**
   - Using Excel for Data Visualization: Charts, Histograms, and Box Plots
   - Probability Concepts Using Excel
3. **Basic Probability Calculations in Excel (Oct 2024)**
   - Working with Probability Distributions using Excel Functions
   - Inferential Statistics through Excel
4. **Sampling and Creating Sampling Distributions in Excel (Nov 2024)**
   - Estimation and Confidence Intervals using Excel
   - Hypothesis Testing with Excel Tools
   - Regression Analysis Using Excel
5. **Conducting Simple and Multiple Regression Analysis in Excel (Dec 2024)**
   - Analyzing Regression Outputs in Excel
   - Time Series Analysis and Forecasting with Excel
6. **Decision Trees and Scenario Analysis in Excel (Jan 2025)**
   - Using Excel for Expected Value and Variance Calculations
   - Statistical Quality Control Using Excel
7. **Creating Control Charts in Excel (Feb 2025)**
   - Process Capability Analysis using Excel
   - Multivariate Statistics with Excel
8. **Discussing Data Privacy and Accuracy (March 2025)**
   - Case Studies on the Misuse of Statistical Data
   - Integrating Excel into Business Statistics Learning
   - Data Privacy
9. **Incorporating Real-world Business Case Studies (Apr 2025)**
   - Project-based Learning with Excel
   - Collaborative Projects and Presentations using Excel

Key Dates of Completion

Year 1: Fall 2024 - Summer 2025

Fall 2024: Begin development on topics 1-5, emphasizing Excel's capabilities for statistical analysis, including hands-on Excel activities for inferential statistics and regression analysis.

Spring 2025: Develop content for topics 6-9, introducing students to decision-making and quality control using Excel and ensuring advanced Excel features and ethical considerations are covered.

Summer 2025: Start the editing phase with OER Editor, focusing on integrating feedback and refining Excel-based examples and case studies.

Year 2: Fall 2025 - Spring 2026

Fall 2025: Finalize all content and integrate it into Pressbooks.

Spring 2026: Pilot the textbook in the author's classrooms, gathering valuable feedback for future editions and officially launch the textbook for broader use.