



Large TLEF Transformation Project – Letter of Intent Special Call for Hybrid and Multi-Access Course Redesign Projects

All Letters of Intent (LOIs) must be submitted by 3:00 pm on July 14, 2022

- Before proceeding, please read all TLEF criteria and application instructions at: <http://tlef.ubc.ca>
- Applications should be written in language that is understandable to a non-specialist.
- Note the TLEF online application system uses plain text. You will not be able to add tables, graphs, or charts in your LOI.

Project Title (200 characters max.)

Do not use all-caps.

Principal Applicant

For administrative purposes, there must be one Principal Applicant only who should be a full-time UBCV faculty member.

Principal Applicant's name:

Principal Applicant's title(s) (e.g. Assistant Professor, Instructor, Professor of Teaching, etc.):

Principal Applicant's primary (UBC) email address:

Principal Applicant's Faculty, College, or administrative unit:

- | | |
|--|---|
| <input type="checkbox"/> Faculty of Applied Science | <input type="checkbox"/> Faculty of Pharmaceutical Sciences |
| <input type="checkbox"/> Faculty of Arts | <input type="checkbox"/> Sauder School of Business |
| <input type="checkbox"/> Faculty of Dentistry | <input type="checkbox"/> Faculty of Science |
| <input type="checkbox"/> Faculty of Education | <input type="checkbox"/> UBC Health |
| <input type="checkbox"/> First Nations House of Learning | <input type="checkbox"/> UBC Library |
| <input type="checkbox"/> Faculty of Forestry | <input type="checkbox"/> Vantage College |
| <input type="checkbox"/> Faculty of Graduate Studies | <input type="checkbox"/> VP Academic |
| <input type="checkbox"/> Faculty of Land & Food Systems | <input type="checkbox"/> VP Students |
| <input type="checkbox"/> Allard School of Law | <input type="checkbox"/> Other |
| <input type="checkbox"/> Faculty of Medicine | <input type="text" value="(Please specify)"/> |

Principal Applicant's Department, School, or unit:



Co-Applicants & Project Team Members

Please indicate all other co-applicants' names as well as their corresponding titles, affiliations, role in the project and UBC email address, separated by commas (e.g. Jane Doe, Associate Professor, History, Faculty of Arts, jane.doe@ubc.ca). You should only include people who have agreed to participate as co-applicants or project team members.

Department Head Approval

Does your Department Head support your TLEF application? If there are resource commitments from the departments of any co-applicants, their Department Heads should also be aware of, and supportive of, the project.

Yes

Name of Department Head(s) who you have consulted with on this application:

Short Project Description (250 words max.)

What are you proposing to do/change with this project? Briefly explain how the project will contribute toward the enhancement of teaching and learning for UBC students.

Course / Program Information

What courses or program(s) will be affected by this project? Please list course subject codes and numbers (e.g. HIST 101; HIST 102), when the course is next offered, as well as typical enrolment figures. If your project involves a course with multiple sections, please indicate how many sections will be impacted by the project.

Students Reached by the Project

How many students do you estimate will be reached by this project annually? (Please provide a number)

Project Benefits (250 words max.)

Briefly describe why this project is important and what are its tangible benefits.

Rationale for the Hybrid or Multi-Access Modality You Plan to Use (500 words max.)

Provide your rationale for the hybrid or multi-access approach within the program(s) or cluster of courses that you have identified. Why have you chosen the course(s) you have identified above for this project? What are the key drivers influencing your plans to take this approach within your program(s) and with the students who will be impacted by this project?



Meaningful Engagement with Equity, Diversity, and Inclusion (250 words max.)

How does your approach align with UBC's priorities for equity, diversity, and inclusion? What steps will you take to ensure that you consider accessibility needs for students in the development and implementation of this project?

Department Readiness (250 words max.)

Why is now the right time for this project in your department?

Required Support (250 words max.)

What support resources will you need to develop this project? Please describe departmental, Faculty or central supports that you will need. It is essential that you consult with any central- or Faculty-based units whose support you will draw upon for this project ahead of submitting your proposal.

Evaluation Criteria (250 words max.)

How will you measure the success of this project?

Classroom or Facilities Requirements (250 words max.)

Will you require any special classroom/facilities (e.g. video-conferencing, lecture capture, flexible classroom space, etc.)?

Development

When do you plan to start development on this project?

Implementation

When do you plan to implement this project with students in the classroom?