

**Request for Proposals for
Cross-Disciplinary Frontier Courses at Columbia University**

Due date: March 1, 2024

Columbia's excellence spans 17 schools, and some of the most high-impact scholarship emerges when members of different schools and disciplines come together to explore questions and challenges from multiple perspectives.

To encourage cross-pollination in the classroom, the Office of the Provost invites proposals to create Columbia Cross-Disciplinary Frontier Courses, co-taught by faculty at different schools. This initiative is in its second year, and aims to provide faculty with opportunities to expand the reach of their teaching beyond their own school and department, and to advance the frontiers of Columbia's educational offerings by supporting the creation of cross-disciplinary courses that count toward the degree programs for students at two different schools. It responds to the interests of students in enriching their knowledge through courses addressing scholarship at the boundaries of distinct fields, and where they can learn alongside students from other disciplines.

Proposals selected for awards will receive up to \$75,000 each per year for two years.

Descriptions of the three awardees from the first year of the initiative are described here;
<https://provost.columbia.edu/news/provost-awards-grants-create-cross-school-courses>

The Office of the Provost will select and support the development of up to three courses to start Fall 2024 or Spring 2025. These will include:

- Graduate-level courses, co-taught by faculty from two different graduate or professional schools.
- Undergraduate course co-taught by one faculty member from Arts and Sciences and one from Columbia Engineering.

Proposal Requirements:

Courses must:

- Be of sufficient broad interest to attract 100 to 150 students in their steady state (i.e., starting Year 3).
- Be either a new course, or an existing course with a significant modification in the syllabus to reflect a broadened cross-disciplinary scope.
- Count toward the degree program for students at both schools.
- Cover a topic that is highly innovative and/or impactful, spanning two distinct disciplines.
- Reflect unique strengths at Columbia.

Instructors must:

- Be full-time Officers of Instruction, accomplished teachers, and leaders in their fields.

Additional consideration will be given to:

- Courses related to Fourth Purpose and societal and global impact.
- Courses that are open to all Columbia students. Note that although not required to be at the 4000-level, a 4000-level course accommodates undergraduate students and graduate students from professional schools.
- Courses where each co-instructor receives a full course teaching credit in their respective school.

The Office of the Provost will:

- Provide total financial support for up to \$75,000 per year for two years, for a total commitment of up to \$150,000, recognizing the effort required to create a coherent and impactful course. This financial support can include:
 - Faculty salary (summer salary or support during the academic year) of up to \$20,000 for year 1 and \$10,000 for year 2, per instructor.
 - Stipend and fees for teaching assistants (up to 1 PhD student per course, and 3 to 5 MA/MS students per course, depending on student enrollment).
 - Other types of costs such as equipment, supplies, and honoraria for guest speakers or public lecturers.
- Facilitate course registration (including help to coordinate opening registration for both schools simultaneously, to the extent possible).
- Facilitate selection of appropriate-sized classroom.
- In cases of consistently unequal student enrollment from schools, encourage and facilitate an agreement between the schools via an exchange of tuition, seats in other courses, or other means.
- Promote the course on a University website and other channels, including listing in the “Cross-Disciplinary Courses” category in Vergil that will be visible to all Columbia students.
- Support instructors with resources from the Center for Teaching and Learning (CTL).

Expectations:

Faculty receiving awards will be expected to:

- Provide full reporting of funds spent. Unspent funds must be returned.
- Provide progress updates and agree to have news of their courses shared via university communications, or other press releases and publications.

How to Apply

Applicants should submit proposals using the template at the end of this file. The application consists of (in this order):

- Proposal (not to exceed 2 pages) describing the title and subject of the course, a list of key topics to be covered, the pedagogical approach, and a brief description of how the co-instructors will work together to create a coherent class for students with diverse backgrounds.

The proposal should describe how the course provides an experience that leverages the unique strengths of programs at Columbia.

- Co-instructors' biographical sketches (not to exceed 1 page each), summarizing research, teaching, service, and impact.
- Budget documents
 - Detailed budget and narrative (a budget sheet is included at the end of this RFP). Budget items should be listed by expense category (e.g., instructor salary, TA support, honoraria for guest speakers, equipment or supplies).
- Letters of support (*required*)
 - Letters should be supplied by school deans, and also by department chairs for faculty in department-based schools, from each co-instructor's respective unit.
 - The letters should endorse the proposed course. They should confirm:
 - 1) the course counts toward the degree program for students at their department or school.
 - 2) the teaching credit for the instructors.
 - 3) the set of schools whose students can enroll in the course (e.g., at least the schools of the two co-instructors, and preferably as broad as possible).
 - 4) a commitment to the success of the course beyond the initial two years of support.

Proposal Submission

Applicants should submit their proposals via this Cognito form:

<https://www.cognitofrms.com/ColumbiaUniversity3/CrossDisciplinaryFrontiersCoursesAtColumbia2024>.

Applications must be received by March 1, 2024, 11:59pm.

Contacts

For further information about this RFP, or to download this RFP form, please access:

<https://fourthpurpose.columbia.edu/content/cross-disciplinary-frontiers-courses-columbia-0>.

For further questions about the application process, please contact

crossdisciplinarycourses@columbia.edu.

Notification of awards will be made by April 2024.

Cross-Disciplinary Frontiers Courses at Columbia University

Application

Due date: March 1, 2024

CONTENTS:

- 1) Basic Information (not to exceed two pages)**
- 2) Biosketches (not to exceed one page per instructor)**
- 3) Budget (one page)**
- 4) Attachment of up to four letters of support (two Chairs, two Deans, if applicable)**

SECTION ONE: BASIC INFORMATION

A. Course Title:

B. Co-Instructor Names:

C. Level of Course (indicate one):

2000-level

3000-level

4000-level

D. Anticipated Type of Weekly Offering (indicate one):

2 class times a week

one class time a week

other (please describe)

E. Anticipated Makeup of Students at Steady State (Year 3 of offering):

	Number of students
Freshman	
Sophomore	
Junior	
Senior	
Graduate	
Total (should be over 100)	

F. First Semester of Offering (indicate one): **Fall 2024** **Spring 2025**

G. Course Description (one paragraph):

Also explain how the topic is highly innovative and/or impactful, spanning two distinct disciplines.

H. List of Topics

Please provide a list or brief summary of topics to be covered by the syllabus.

I. Pedagogy:

Please describe the levels (e.g. what year of their study) and types of students expected to take the course, how the course will be taught, and how the co-instructors will work together to create a coherent class for students with diverse backgrounds.

J. Additional Notes:

If possible, also describe how the course provides an experience that leverages the unique strengths at Columbia.

Not to exceed two pages up to this point

SECTION TWO: BIOSKETCHES (not to exceed one page per instructor)

SECTION THREE: BUDGET

BUDGET	
<i>Please provide a summary budget of the proposed project. Add lines or categories as necessary.</i>	
Co-instructors' salaries, including salary and fringe (separate line for each co-instructor)	\$ 0.00
Teaching assistant, PhD student (stipend and fees)	\$ 0.00
Teaching assistant(s), Master's student(s) (stipend and fees)	\$ 0.00
Equipment	\$ 0.00
Supplies and materials	\$ 0.00
Honoraria for guest speakers	\$ 0.00
Other costs (please specify) ¹	\$ 0.00
	\$ 0.00
	\$ 0.00
	\$ 0.00
Total Year 1 Costs	\$ 0.00
Total Year 2 Costs	\$ 0.00
Total Cost	\$ 0.00

Please provide a short description and justification of how will be used.

Note: Upon issuing of an award, we will request a budget for the department or unit of each instructor separately.

¹ Grant funds should not be assessed administrative fees.

SECTION FOUR: LETTERS OF SUPPORT (two Chairs, two Deans; if the instructor's home unit does not have a Chair, a Dean alone will suffice for that instructor)