

Course Development

Faculty Summer Institute | Continuing Education

OBJECTIVE

The objective of this project is to offer faculty an opportunity to contribute to the continuing education of their professional field by transforming their research, findings, or academic expertise into accessible, skill-based non-credit learning. This initiative empowers faculty to extend their impact beyond traditional classrooms and engage directly with professionals and lifelong learners.

PROJECT DESCRIPTION

Each course will be structured following a CEU-style format, totaling 10 instructional hours (with an assessment), delivered in five two-hour modules. These courses will be made publicly available to support professional development and lifelong learning within our community and industry partners.

MODALITY

Online Self-Paced Course: This course is designed as a self-paced learning experience, allowing participants to access content at their convenience and progress according to their own schedule. Please note that there will be no live or direct instructor interaction throughout the course.

MODULE STRUCTURE

There will be **five** modules for the entire course, each module including the following:

- **Readings:** 10-15 pages of curated or created content
- **Media:** 30 minutes of relevant, engaging video
- **Quiz:** 10 questions assessing comprehension and application

INSTRUCTIONAL DESIGN

Faculty will be partnered with Continuing Education's instructional design team, including media developers, who will assist in creating engaging, learner-centered content aligned with adult learning principles and instructional quality standards.

PROPOSAL

To submit a proposal for the Faculty Summer Institute, please include the following:

1. **Topic/Title and Learning Objectives** – Provide a clear, compelling title and a brief summary of your session topic. Be sure to outline 2–3 course learning objectives to describe what participants will be able to do by the end of the session.
2. **Market Research** – Include a brief rationale that identifies the potential market for your proposed session. This should highlight why the topic is relevant, who the intended audience is, and how it aligns with current demand or professional trends. The goal is to demonstrate that your session has market appeal and can be successfully promoted by the Continuing Education team.

Preference will be given to proposals that align with high-demand job sectors or serve professionals with ongoing, verifiable needs for CEUs—such as those requiring continuing education for licensure or certification.

DELIVERABLES

All faculty participants are expected to submit the following by **August 31, 2026**:

- A fully developed 5-module course, including readings, media components, and quizzes
 - All media recorded by the Continuing Education team
 - Quiz answer keys for each module
- Participation in a marketing strategy session, including:
 - Providing input on potential target audiences
 - Supporting outreach by sharing the course within relevant professional or industry networks to help drive enrollment and engagement

COMPENSATION

Each faculty member will receive a **stipend of \$1,500** upon successful completion and submission of all deliverables by the established deadline.