

Building Capacity for Case-Based Learning at uWaterloo

Committee Comments

- The project seems to meet a need, and there is clearly interest on campus in case-based learning.
- The project would build sustainable expertise at uWaterloo.
- The project would be contributing something new to the case-based method by making it more prevalent at Waterloo and contributing to the research field.
- The Committee requests that the following issues be addressed in the revisions:

- **The project expects commitment from participants – How will participants be selected? How will uptake of the method be encouraged in the Faculties?**

Participants will be selected according to the following criteria (commitment to more criteria scores higher):

- willingness to implement CBL in one or more courses (identify the course and term it will be used)
- willingness to participate in research about the use of CBL in their course
- willingness to participate in workshops and/or presentations to promote CBL within their department, faculty and campus-wide
- identify course and instructor for whom cases will be written if the participant is not an instructor and identify the term when the cases will be used
- willingness to open their classroom to observation by instructors interested in learning about CBL

Preference will be given first to collaborators on this proposal (they will have right of first refusal for a spot in the workshops). When the call is made for participants in the workshops, preference will be given by:

1. commitment to criteria noted above,
2. payment of \$200 participation fee received (non-refundable if cancelled within 15 days of the beginning of the workshop)
3. date/time application to register received

- **Are workshop participants committing to using CBL in their courses and letting their courses be used for research? Consider selection criteria to ensure they need to commit to using cases.**

Workshop participants will commit to either using CBL in at least one of their courses or agree to share cases developed to be used by instructors of other courses (they will identify courses, instructors and the term targeted for use of cases).

Participants will have several options to contribute to the project including:

- participating in workshops to identify best practices of CBL at uWaterloo
- share experience and best practice for CBL within/between departments and within/between Faculties formally and informally (e.g. brown bag lunches, panels, presentations about CBL)
- allowing their course(s) to be used for research (e.g. survey and/or focus groups of students) and actively supporting the research
- contribute to a workshop at the CTE for uWaterloo instructors or grad students

- **If 15 participants who are willing to pay \$200 each cannot be found, will the workshop still happen?**

We do not think this will be a problem considering there are 10 people collaborating on this grant application who are keenly interested. Three of the collaborators have indicated interest from others in their department. One has committed to funding 5 spots in addition to his own and two others have expressed that their departments could easily fund and fill 3 spots each (perhaps more) in addition to their own. Not counting the 10 collaborators, that is 11 of the 15 spots that could easily be funded and accounted for. In addition there are about 40 others across campus who have expressed interest in CBL so far.

That said, yes the workshops will still happen and we will make any adjustments to the budget as necessary to make up for any shortfall (i.e. cutting in other areas). Preference will be given to those who commit to paying \$200 each. If there are extra spots available, people not able to pay \$200 will be considered, but they will need to contribute extra time and effort to promoting and supporting CBL on campus in lieu of the \$200 fee.

- **Further clarification regarding how the RA will be used is requested, as this budget item is quite rich.**

The rate for the RA is the standard rate paid for one term of work to Graduate Research Assistants in the Department of Geography in the Faculty of Environment and includes benefits and vacation pay. We feel that a Graduate student would be most appropriate for the work proposed.

We have proposed that for each term of RA funding, the RA work part-time over a longer period than one term (i.e. be available to work 7-8 months over each year funded instead of 4 months). The RA would work the same number of hours as a regular RA, but just over a longer period of time.

The RA will work under the supervision of the Principal Investigator and when appropriate we will consult with collaborators on this proposal and may work closely with one or more of them.

Under the supervision of the Principal Investigator the RA will work on the following:

Year 1

- assist in research and preparation of survey questions about CBL for students
- assist drafting of necessary forms for submission to the Office of Research Ethics
- deliver survey to participating courses in Dec 2013
- assist in the compilation and analysis of survey results
- assist conducting focus groups or interviews with students in Dec 2013
- assist in the compilation and analysis focus group or interview results
- help organize two workshops for experienced case writers/teachers to identify best practices for CBL at uWaterloo
- assist with compiling CBL resources to be made available online
- help organize and promote workshops to promote CBL (e.g. brown bag lunches, panels, presentations about CBL)

Year 2

- deliver survey to participating courses in April 2014, August 2014

- assist in the compilation and analysis of survey results
 - assist conducting focus groups or interviews with students in April 2014, August 2014
 - assist in the compilation and analysis focus group or interview results
 - assist reporting on results from all surveys and focus groups
 - assist with compiling CBL resources to be made available online
 - assist in development of CTE workshop on CBL for uWaterloo instructors
 - assist in development of CTE workshop for the Certificate in University Teaching (CUT)
 - help organize and promote workshops to promote CBL (e.g. brown bag lunches, panels, presentations about CBL)
 - assist in preparation of reports (mid-term and final project reports)
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- **If changes are made to the amount request to fund the RA, a revised budget, outlining the amount requested per year should be submitted.**

We have not made changes to the amount to fund the RA.