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11-4-1991

### Events & Outreach; 1991-11-04; ECC Faculty Grants for the Improvement of Undergrad Instruction

Catherine Collins

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**State University of New York**

State University Plaza  
Albany, New York 12246

Office of Scholarly Programs  
(518) 434-7157

November 4, 1991

Professor Catherine Collins  
Allied Health Division  
Erie Community College  
121 Ellicott Street  
Buffalo, New York 14203

Professor Collins

On behalf of the Central Awards Committee, I am pleased to invite you to accept appointment as a member of the peer review body for the Faculty Grants for the Improvement of Undergraduate Instruction Program.

The program funds projects to develop and implement instructional improvement at the undergraduate level. Academic year 1990-91 marked the program's nineteenth successful year. While modest in scope, Faculty Grants have consistently demonstrated the commitment of State University and its faculty to quality instruction. This demonstration comes from both the applicants, who design innovative instructional techniques, and from peer reviewers, who guide that innovation to fruition.

You were recommended for appointment to the subcommittee charged with proposal review in Afro and Afro-American Studies and Health Related Programs. Faculty accepting appointment as peer reviewers serve, without remuneration, for a period of three years. However, peer reviewers are contacted annually to ascertain their availability as readers.

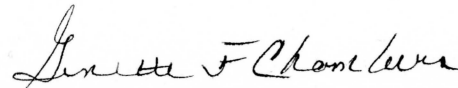
The entire review process is completed by mail. There is no travel or attendance at meetings associated with proposal review. While it is impossible to gauge precisely the number of proposals assigned to each reviewer, every attempt is made to keep the numbers manageable - 7 to 10 proposals per annual cycle. On average, each proposal review and completion of a rating sheet takes approximately 30-45 minutes. Proposals assigned for review are mailed to readers in late November and completed reviews are due by mid to late January. Instructions for proposal evaluation and sample proposals and reviews are also sent in late November. A copy of the awards made in 1991 and a listing of the various disciplinary review categories are attached for your perusal.

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A significant measure of the program's success is directly attributable to the expertise and dedication of the peer review body. Your acceptance of the appointment will be instrumental in continuing the program's valuable goals.

Please advise me of your decision by November 18th. I will be happy to answer any questions which you may have, and I look forward to your response. You can reach me in the Office of Scholarly Programs; my address and phone appear above. On behalf of the Central Awards Committee, the group which oversees the program, I extend our sincere appreciation for your consideration of this invitation.

Sincerely,



Ginette F. Chambers  
Coordinator - Office of  
Scholarly Programs

Enclosures

c: President Ricci  
Provost Burke