

## **APPLICATIONS FOR DIVERSITY INFUSION GRANT (DIG) FOR SPRING 2025 DUE WEDNESDAY, OCTOBER 9, 2024**

---

The Diversity Infusion Grant (DIG) supports the research and resources necessary to make structural changes to courses that broaden, refresh, and further SAIC's curricular offerings in order to advance diversity, equity, and inclusion (DEI). The Diversity Infusion Grant Review Committee has created the SAIC Diversity Infusion Grant (DIG) to facilitate the infusion of more DEI practices by faculty in the classroom. The funds are intended to support faculty members who wish to incorporate more inclusive and accessible reading selections, a greater variety of global images, DEI pedagogy, training/education on DEI related skills/practices, and/or development of diversity, equity, and inclusion-oriented project assignments in their courses.

Grantees will receive up to \$1,000 to support this work, including research and redesigning their course syllabi. Grantees will be notified of their award and how to access these funds on or around early December 2024 for courses taking place in Spring 2025.

Following the receipt of the award, DIG recipients will be required to:

- Submit a syllabus reflecting the proposed curricular changes by email to [SAICdei@artic.edu](mailto:SAICdei@artic.edu), two weeks prior to the beginning of the semester in which the course will be taught. The modified syllabus will be shared with the DIG Review Committee for review.
- Participate in a public discussion about the modifications and expected learning outcomes at the conclusion of the award semester. Research, images, readings, and other resources that are included in the updated syllabus as a result of the grant will be collected and added to the Flaxman Libraries' Diversity, Equity, and Inclusion Readings list. The revised syllabi will be posted publicly so that they are accessible to the SAIC community.
- Provide a short, written narrative to the DIG Review Committee, following the end of the course, on how the curricular changes impacted the course experiences for the faculty member and their students.

### **ELIGIBILITY**

- Full-time, adjunct, and lecturer ranked faculty currently teaching in the degree program at SAIC, are eligible to apply.
- Applications are encouraged for team-taught courses, including from faculty who have received a team-teaching award.
- Modified courses supported by the grant must be taught during the Spring 2025 semester.
- These grants are intended for pre-existing courses only. New courses that require funding resources must be submitted via the [New Course Proposal](#) process.
- Diversity Infusion Grant applications must be reviewed and approved by the chair of the department in which the course will be taught prior to submission. Applications without this approval will not be considered.
- Applicants must be in compliance with SAIC required trainings and have fulfilled credential documentation requirements.

**APPLICATIONS ARE DUE ON OR BEFORE WEDNESDAY, OCTOBER 9, 2024.**  
**TO APPLY, complete the [Diversity Infusion Grant Form](#).**

You must be logged in to your SAIC email account to complete the form and apply. If you have any technical difficulty, including problems accessing the form, please contact the CRIT Helpdesk by calling 312.345.3535 or [crithelpdesk@saic.edu](mailto:crithelpdesk@saic.edu). The form can also be accessed by pasting the link below into your browser:

<https://forms.gle/SuariToXRmzD7wbq8>

**Please convert all word documents into PDFs before uploading. Required files to upload include:**

- 500-word proposal with a plan for changes and the impact those changes will have on your course and learning outcomes.
- Budget information that includes your plan for using the funds. (Past recipients have used DIG funding for inviting artists, designers, and scholars for student engagement in the classroom, purchasing books, materials, travel to research sites, and educational resources or workshops.)
- The original syllabus of the course to be redesigned.
- Current CV.
- Email from the chair of the department in which the course will be taught, indicating that they have reviewed the course proposal for the DIG Grant and support the proposed course changes as recommended by the applicant.
- For Full-Time Faculty Only: Service and/or contributions to the school community performed over the past three academic years. Full-time faculty should include a list of all service performed for the school over the current and prior two academic years (with dates).

**REVIEW AND SELECTION**

All Diversity Infusion Grant applications are reviewed and awarded by the DIG Review Committee, whose members are:

Alan Kwan - Assistant Professor, Film, Video, New Media, and Animation (Spring only)

Dan Price - Associate Professor, Sculpture

Whitney Johnson - Assistant Professor, Adjunct, Liberal Arts

Jeff Ward - Director of Executive Communications and Special Projects

Vaness Cox - Director of Diversity, Equity, and Inclusion for Faculty and Staff Engagement

Israa Darwich - Graduate Student

Priority consideration is given to applicants who have not received a Diversity Infusion Grant within the previous two years. **Incomplete applications will not be considered.** Award recipients are contacted via e-mail in early December 2024.

**AWARD PAYMENT**

Grantees will be notified of their award and how to access these funds on or around January 6, 2025 for courses taking place in the Spring 2025 semester.

Should the grantee choose to receive their award as a one-time payment dispersed through regular payroll, it **will be subject to supplemental payroll taxes. Recipients are encouraged to keep records and receipts of associated expenses to submit with their individual year-end tax returns.**

**QUESTIONS?** Please email [SAICdei@artic.edu](mailto:SAICdei@artic.edu) if you have any questions or need support in making curricular changes.