

**SHIPPENSBURG UNIVERSITY
CENTER FOR EXCELLENCE IN TEACHING AND LEARNING
GRANTS ADMINISTRATION**

ANNUAL REPORT 2024-2025

Introduction

The CETL Grants Administration Committee, under the direction of the Provost, provides opportunities for professional development for all full-time, tenured and tenure-track SU faculty. Committee membership for 2024-2025 is shown in Table 1. Funds to support these activities are provided by the University operating budget and the Shippensburg University Foundation (Table 2). The new funds for the 2024-2025 academic year was \$103,512, maintaining the same level since 2022-2023. \$37,366 was carried over from previous year.

Table 1 CETL Grants Administration Committee, 2024-2025.	
Paul Taylor, Director	Mathematics
John Kooti	Dean of Business
Sabita Manian	Dean of Arts and Sciences
Nicole Hill	Dean of Education and Human Services
Eucabeth Odhiambo	Teacher Education
Christine Senecal	History & Philosophy
Joao Dias	Mechanical and Civil Engineering
Allan Tulchin	History and Philosophy
Hyunpyo Kim	Accounting and MIS
Mengzhu Fu	Psychology
Margaret Light	Executive Director, Institute for Public Service and Sponsored Programs

Table 2 Sources of CETL Grants Administration Funding, 2024-2025.	
Funding Source	Amount
SU Provost's Office	\$83,512
SU Foundation	\$20,000
Reserve funds remaining from previous CFEST budgets	\$37,366
TOTAL	\$140,878

2024-2025 Committee activities

Travel and Dissemination of Scholarship Grants - Travel Grants are to support conference presentations of a paper/poster, mentor a student presentation, required attendance as an elected association officer, or to organize a conference or conference session. Costs associated with dissemination of scholarship such as publication and copyediting fees are also eligible. The award level was decreased from \$2000 to \$1500, as the balance accumulated due to low activity during the Covid 19 pandemic was nearly exhausted. This was still higher than the pre-pandemic level of \$1000.

Additional funds of \$500 beyond the \$1500 were offered to graduate coordinators, as additional compensation for their role. This was very lightly used however, as only one faculty member accessed these funds.

Faculty Training and Continued Education (FTCE) – The FTCE program supports attendance at workshops or other types of intensive training. Supported projects include both training to expand scholarship opportunities and training to enable to methods or areas of teaching. The funding limit remained at \$2000 per award.

Faculty Professional Development Council (FPDC) – FPDC is primarily a PASSHE administered grant program funded through the APSCUF faculty contract. CETL considers funding projects that did not receive funding in the PASSHE FPDC competition.

Sub-committees of the CETL Grants Administration reviewed Travel Grant and FTCE proposals on a monthly basis. The full committee met in February to evaluate FPDC applications.

CETL Grants Administration support provided during 2024-2025

In 2023-2024, faculty scholarly activity finally returned to pre-pandemic levels. The faculty head count is reduced significantly from 2019 however, with especially fewer new faculty (who tend to be more active in research). This somewhat helps mitigate the loss in CETL budget and staff support since 2019.

During 2024-2025, the CETL Grants Administration distributed \$119,870 to support a range of professional development activities (Table 3). This level of support is a drop from 2023-2024 (\$145,980), primarily due to the reduced travel award limit.

Table 3 Activities funded by CETL Grants Administration, 2024-2025.		
Grant Category	Number of Awards	CFEST Funds awarded
Travel and Dissemination of Scholarship	80	\$96,802
FTCE	3	\$5,093
Payments for Grants Awarded in 2023-2024		\$11,091
FPDC	4	\$6,884
Total CETL Grant Support for 2024-2025	87	\$119,870

Issues and Recommendations

Travel Grants

1. The rate of travel seems to have fully recovered from the drop during the pandemic. The reserve accumulated during the pandemic is now exhausted, and the award limit will need to be reduced again.

The number of awards is still lower than pre-pandemic levels since the total number of faculty has dropped significantly since 2019. However, this will not enable an increase in award limits due to the reduction in Shippensburg University Foundation funds from \$40,000 to \$20,000 initiated during the pandemic.

CETL grants is not able to increase award limits to compensate for the inflation in travel costs without an increase in budget allocation.

FTCE Grants

1. The FTCE program continues to receive very few applications. The target has long been \$10,000 in awards, and faculty interest has never reached that level.

FPDC

1. Shippensburg has a below average number of applicants compared to other PASSHE schools. We will look into options for encouraging more participation.

Administration

1. Staff support remains strained.
2. The SU Foundation budget allocation reduction from \$40,000 to \$20,000 (first seen in 2021-2022) is now straining our resources. The change was initially made during the pandemic when there was much less need among faculty for CETL funding, but that time is now past.