

Date: 5/03/2023

TO: Soojin Kim

FROM: Niti Pandey, Interim Dean,
School of Education & Professional Studies and Graduate Division
Emily Todd, Dean, School of Arts & Sciences

RE: 2023 Summer Curriculum Development Grants

Congratulations Dr. Kim! The Summer Curriculum Development Grant Committee reviewed your proposal "*Graphic narratives of Asia - Manga to Webtoons*" and has awarded you \$1125.00. This award is based on your individual proposal. While this may not be the total amount you requested, the committee hopes that you will be able to accomplish at least a portion of your project with this support. The total funds available this year were \$42,145.98, with requests totaling \$61,919.85, making the process competitive.

A special budget account will be set up for the purpose of conducting this project. You can find an "[AAUP Summer 2023 Curriculum Development Award Budget Plan](#)" document on the fiscal affairs website. Please reallocate the expenses you projected in your proposal to reflect the award amount using this document. You must submit this completed document to the grants department in fiscal affairs by August 4, 2023. Email to: grants@easternct.edu.

You will be required to submit a report by **August 4, 2023**. Reports should include a summary of the work completed, a complete syllabus for the course developed, and completed paperwork to be submitted to the Liberal Arts Program Committee (LAPC). The syllabus must meet all criteria for an ELAC course. Please consult the ELAC resource website (<https://www.easternct.edu/elac/>) for information on developing and submitting ELAC courses. Reports will be posted to the Academic Affairs website. Please submit your final report online using this link: [Summer Curriculum Reports 2023](#). If part of your budget includes a stipend, you will also need to upload your part-time authorization form, which you can find on the Human Resources "forms" site: <https://www.easternct.edu/human-resources>

Expenses for food or supplies may be accessed during the summer. Stipends (i.e., Part-time Faculty Assignment Authorization) will be processed upon submission of final reports. Grant funds not used by the termination date, August 18, 2023, will be automatically returned to the University for future use as mandated by the CSU-AAUP Collective Bargaining Agreement. Limited funding will be available in 2023-2024 to support implementation of program changes developed with 2024 Summer Curriculum Development Grant funding.

Congratulations and best wishes for the successful completion of your project!

Cc: James R. Howarth, Vice President for Finance and Administration
Amanda Irwin, Administrative Assistant, Academic Affairs
grants@easternct.edu, Fiscal Affairs