18 March, 2014
Dear SAIL-Florence Participant,

The curricular models you have been creating are the centerpiece of the SAIL project. Certainly your own students will benefit, but we also want other faculty to be able to use and build on your good work. To this end, we want to be sure that the curricular models you develop are made public in a form that is accessible to other faculty members. Please use the accompanying template as a guide to the kinds of materials we would like from you about your curricular innovations. As indicated on the template, please send all of your materials to Cara Pickett (cpickett@acm.edu). We would like to receive these not later than July 1, 2014.

For documenting your curricular innovations, the work that has been done on course portfolios might be a useful source of ideas. Take a look at the examples from the University of Nebraska-Lincoln (http://www.courseportfolio.org/peer/pages/index.jsp?what=showcasedList) and see what you think. The examples of *Inquiry Course Portfolios* might be most relevant for those of you developing course modules.

We're not expecting you to provide work that is necessarily as elaborate as some of the course portfolio examples, but the model should be useful. The goals of the course portfolio project (from that website) are:

- How can I show the intellectual work of teaching that takes place inside and outside of my classroom?
- How can I systematically investigate, analyze, and document my students' learning?
- How can I communicate this intellectual work to campus or disciplinary conversations?

An important component of making your work accessible to other faculty members is providing good teaching notes to accompany your curricular models. Some examples from SERC (Science Education Resource Center) of how other projects have made their work public, and of the teaching notes they've provided, are found at:

- http://serc.carleton.edu/sp/library/google_earth/examples/energy.html
- http://serc.carleton.edu/sp/carl_ltc/quantitative_writing/examples/15809.html
- http://serc.carleton.edu/quantskills/activities/13946.html
- http://serc.carleton.edu/margins/minilessons/17593.html

Finally, we'd encourage you to think creatively about how you will assess your students' learning with respect to the goals you set for your curricular innovation. In particular, since an important learning goal for the project is that students improve their ability to do multidisciplinary work, you will need to give particular thought to how to assess their learning with respect to that goal.

We appreciate the good work you have done so far, and we look forward with great interest to seeing the final stages. As promised, we will send you the second part of your honorarium for the curricular project when we have received the materials outlined on the *SAIL Curricular Project Submission Template*.

Best wishes,

David Schodt