Goal

• The goal of the OUME Curriculum Development Fund monies is to provide a resource that promotes the development of new curricular innovations or course enhancements in undergraduate medical education. Those curricular innovations directly supporting the UMMS Medical Education Competencies and Learner-centered Integrated Curriculum (LInC) design and implementation, and integration of courses and disciplines (MD, PhD, behavioral, clinical) are prioritized.

Process and Organization Curriculum Development Fund

• Curriculum Development Funds will be available only to undergraduate medical education course directors or their designees. Faculty teaching within a course can apply with approval of the relevant course director(s).
• The pool of funds will be distributed through a request for funding process.
• Proposals will be reviewed on a rolling basis from November 2 to March 1.
• Requests will be submitted to a review committee, on a standardized application form, which can be accessed at, http://www.umassmed.edu/ome/cur_fac_dev.aspx
• Allocations will be made according to the following criteria:
  – alignment of the funding request with the goals and needs of medical education, as determined by the EPC and its subcommittees.
  – overall benefit to the curriculum beyond the funding period
  – feasibility
  – evaluation plan to document implementation and/or outcomes

Use of Monies

• Monies may be used for the following:
  – Specialized software that will be available for use by other departments and courses.
  – Supplies and consumables supporting the start-up phase of the enhancement project
  – Integrated case development and database formation
  – Faculty development
  – Simulation

Standard operational and administrative costs of courses and clerkships (e.g., course syllabi, xeroxing, required textbooks) will not be supported.
• All technology-related projects must be developed in collaboration with, and/or in consultation with, UMMS Information Services, according to their standards, policies and protocols. Faculty should allow for a 3-month planning and implementation period. Initial contact should be made with Academic Computing via the Help Desk at 508-856-8643. There is no need to budget for laptops in proposal submissions, but the Laptop Reservation Request Form accessible at http://www.umassmed.edu/ome/cur_fac_dev.aspx, must be submitted.

Program Oversight and Evaluation

• Program will be administered by the OUME under the Direction of the Associate Dean for Undergraduate Medical Education.
• Yearly reports of program and project outcomes, and expenditures, will be submitted to the OUME, EPC, and the Dean, School of Medicine, Provost and Executive Deputy Chancellor of UMMS.

Intellectual Property

All policies and procedures of the University of Massachusetts-Worcester must be followed. The Curriculum Development Fund (CDF) process reserves the right to make available durable and specialized software, and educational materials or projects funded through the CDF to faculty and courses at large.