

Proposals for Short-Term Study Abroad Program Questionnaire

1. Location of proposed program (city, country)
2. Proposed dates of program
3. Type of Program Proposal
4. Name and department of course

Please note that if your proposal is chosen and if your proposed course is not already approved, all new courses must be approved by the relevant academic committees (eg. EPC) once a selection has been made.

5. Please list any requirements (eg. for major, GER, COLL200, etc.) which this course would fulfill.

Please note that if your proposal is chosen and if your proposed course is not already approved, all new courses must be approved by the relevant academic committees (eg. EPC) once a selection has been made.

6. Description of Proposed Program

Description of proposed program:

- Where would the program be located?
- Who is the institutional partner, and why is this partnership a good one?
- What is the proposed duration of the program?
- What is the purpose of this program?
- Which courses will be offered?
- What sorts of excursions, extra-curricular events, etc. will be incorporated, and how will these compliment the academic program?

7. Rationale for Program

Rationale for program:

- How does the program expand the range of disciplines offered and the geographic range covered by existing W&M study abroad programs?
- Which students are expected to enroll in this program?

8. Program curriculum and course description

Program curriculum: Please provide a brief description of the study abroad course.

- How is the course connected to the site at which it will be taught?
- How are these courses different from courses taught on campus?
- How do these courses compliment and/or expand on-campus coursework?

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9. Course Syllabus/Detailed Description

Please submit a draft course syllabus of the course to be offered abroad, including information about learning objectives, site-specific topics, approaches, and/or texts. Since course descriptions will be used in program recruitment, they should include a tentative schedule showing how lectures, readings, assignments, and related excursions will be organized into a study program of appropriate length. You may type your response directly into the text editor, or upload a document by clicking the "insert document" button below (the button on the top row that looks like a folder). Applications will be judged on the detail of course descriptions and excursions.

10. COLL 300

COLL 300 asks students to connect with people, places, and ideas that take them out of familiar surroundings and deepen the way they engage with the world in a self-reflective, cross-cultural way. How do you intend to include the spirit of COLL300 in your course(s) and/or program?

11. Diversity & Inclusion

ISAC encourages students from diverse backgrounds and identities to participate in study abroad and seeks to foster inclusive environments. Recognizing that an individual's identity (gender, race, orientation, background, etc.) can affect significantly their experiences abroad, how do you plan to prepare students and yourself for study abroad in terms of diversity, cultural differences, and/or inclusion?

12. Connection with local community

How will you facilitate and encourage students to interact broadly with the local communities in the site location? How will you navigate the ethics of community impact (e.g. potential negative social, cultural, economic, etc. implications of the students' presence in the community)?

13. Course capacity

Projected maximum course enrollment capacity (also dependent on onsite space availability)
[Please note that given COLL300, we are trying to provide as many opportunities for students to study abroad as possible.]

14. Estimated Program Cost

How much is this program expected to cost, including the costs for a W&M faculty director, local faculty, classrooms, on-site administrative costs, dormitories, included excursions and meals, etc.? Please provide an explanation of how these costs were calculated. If you would like assistance with this from the Global Education Office, please contact Sylvia Mitterndorfer, smmitt@wm.edu.

15. Which languages, other than English, do you speak?

16. Are you on a 9-month or 12-month contract?

17. Are you currently in a full-time administrator position?

18. Will you be teaching in Williamsburg during the Fall 2021 and Spring 2022 semesters?

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Because program director duties begin in September 2021, it is important that faculty be on campus during this time. Will you be teaching in Williamsburg during fall 2021 and spring 2022 semesters?

19. Departmental Support

Have your department chair, program director (including interdisciplinary programs), and/or school dean expressed support for your application? (Please list names.)

Please note that if selected, all summer courses must be approved by your department chair in the fall semester before the summer program application opens.

20. CV

Please upload a copy of your recent CV

RFP Supplemental Questionnaire

Instructions:

This is a supplemental questionnaire, due at time of application. The responses for this questionnaire will not be reviewed by the International Studies Advisory Committee (ISAC) as part of the review and selection process and will therefore not factor into final decisions.

1. Sustainability

Sustainability has been identified as a priority for the university. GEO's goal is to reduce the impacts of our programs on our host communities by identifying potential mitigation options during the program development phase. This topic will not be a deciding factor in program selection. What environmental impact do you anticipate the program may have on the local community? Do you have ideas about how to mitigate any adverse impact?

2. On-site Local Partners

Please provide any information you have about local contacts who you hope will be involved in the program. This is for information and planning purposed only.