

W&M Summer Program in St Andrews Summer 2025

Estimated dates (subject to change): May 24 – June 21, 2025

GEO will work with the host institution/onsite partners to confirm dates in fall 2024, which may vary somewhat from estimated dates.

Size of Program: estimated 20-25 students

In light of COLL300, programs are designed to be accessible to as many eligible students as possible. Group size is determined based on an overseas partner's ability to accommodate and support groups.

Host Institution: University of St Andrews, Scotland

Overview of Program One W&M faculty member serves as program director (PD) and teaches a 3-credit course during the study abroad program as well as a 1-credit preparatory course in spring 2025.

Onsite courses and credits: Students earn 6 credits, taking the Director's course and one 3-credit course taught by local faculty. Students receive W&M grades and credits for these courses; courses may not be taken pass-fail.

Housing: Students are housed in University of St Andrews student residences.

Excursions/Activities: there will be excursions connected to the locally taught course, including one overnight excursions, field site visits, as well as a visit to Edinburgh.

COLL 300 All W&M programs teaching undergraduate students are expected to meet COLL 300 requirements. Course content will not be the only or the main consideration when evaluating the COLL 300 designation; other aspects of programs such as activities and excursions will also be considered. Academic experiences include the course, assignments, course-related excursions, guest speakers or local faculty, engagement with members of the local community, and co-curricular cultural activities connected to the objectives of COLL 300.

The approved language for COLL 300 is as follows:

"COLL 300 courses explore the diverse perspectives and socio-cultural values of people and communities of countries outside the geographical boundaries of the United States, and/or within the geographical boundaries of the United States for the study of sovereign Native nations, indigenous communities, and five US territories or sub-national entities.

COLL 300 directly connects students with people, places, and ideas that enhance their comprehension of different ways of thinking and being in the world. Students synthesize their knowledge, their emerging expertise in framing questions for analysis, and their communication skills to engage global issues in a self-reflective, cross-cultural way.

Students will be able to:

- demonstrate an understanding of how people across cultures and societies experience the world
- make connections between those perspectives and course content
- analyze how cultural and societal differences manifest globally
- reflect on their own identity as global citizens COLL 300"

COLL 300 experiences will ideally join students with people, places, and ideas (all three).

COLL 300 courses should have a self-reflective assignment built into them. (Approved by FAS March 3, 2015.)"

**W&M-taught
Courses in
Previous
Years**

CHEM 217: History of Medicinal Chemistry & Drug Development
HIST 212: Mythic Scotland Through Its Culture

**Available
Course
from Host
Institution**

ENSP 249: Scotland's Evolving Landscape

**Qualifications
for
Program
Directors**

William & Mary, including ISAC, values diversity and invites applications from underrepresented groups who will enrich the research, teaching and service missions of the university. William & Mary is an Equal Opportunity/Affirmative Action employer and encourages applications from women, minorities, protected veterans, and individuals with disabilities.

Faculty members who expect to continue teaching at William and Mary in 2024-25 are eligible to apply, and will need be available on campus during fall 2024 and spring 2025 to work closely with Global Education Office (GEO) staff on program preparation, and to participate in the fall study abroad fair and fall/spring information sessions, summer program open house, and orientation sessions, and recruiting events. In addition, Summer 2025 Program Directors will need to be on campus in fall 2025 to meet with the future Program Director and participate in recruiting events.

Because the position of Program Director represents a full-time commitment, faculty members selected as PDs may not undertake any other teaching assignment, additional onsite student research projects, or research appointment during the time the program is in session.

Required: site-specific course. Courses must be linked to the local or regional setting of the program, but are not generally restricted to any given discipline.

Preferred: in-country or regional experience.

Preferred: experience in overseas studies program direction/administration/site review.

Preferred: research/teaching interests relevant to the program.

**W&M Faculty
Compensation**

Program Direction:

Program director compensation covers preparatory work, on-site program direction, and post-program duties. (Salaries are calculated based on the duration of the on-site program—from the day students arrive through on-site student housing move-out).

Meal supplement and housing are provided for an additional 2 days on request.

PD salary for 4-week program plus 1 day (\$50/day): \$4,700 Depending on exact program dates, this figure is subject to change. For all programs with 31+ students, faculty directors receive an additional \$100 per student beyond 30.

Instruction of 3-credit course (in accordance with **W&M A&S' on-campus summer 2025 teaching pay scale**—TBD); 2024 pay scale:

1-7 students, \$855 per student

8-15 students, \$215 per student, plus prior 1 – 7 amount

16+ students, \$105 per student, plus prior amounts (1-7, 8-15)

Instruction of 1-credit course (in accordance with **W&M A&S' on-campus summer 2025 teaching pay scale**—TBD); 2024 pay scale:

1-7 students, \$215 per student

8-15 students, \$105 per student, plus prior 1 – 7 amount

16+ students, \$55 per student, plus prior amounts (1-7, 8-15)

All monetary amounts are subject to change. The quoted rates are based on estimated 2025 expenses.

In-college faculty housing separate from student accommodations is arranged by the University of St Andrews. Housing costs for spouse/dependents/guests

that incur any additional charges will be the direct responsibility of the Program Director.

Airfare: lowest economy-class direct flight available for purchase before the end of March 2025.

Meal supplement: One-third of the US State Department's M+IE per diem. For specifics, please see the US State Department's Office of Allowances website at https://aoprals.state.gov/web920/per_diem.asp.

Virginia state regulations require family members who accompany you to St Andrews or on any of the group activities to make their own arrangements and cover their own expenses. In addition, due to the full-time commitment of the program director to the program, including handling emergencies at all hours, it is expected that 24/7 care for dependents and family members by someone other than the PD be arranged by the PD at his/her own cost.

**W&M
Program
Director Role
and Duties**

Following is a general overview of the PD's duties:

- Promote programs and recruit and select students.
- Teach a 1-credit preparatory course in spring 2025.
- Maintain contact with providers in the host country.
- Assist students with the visa application process.
- Review and complete responsibilities as outlined in the program director handbook.
- Serve as primary program contact with the Global Education Office.
- Work with GEO staff to make all group reservations (for group travel, meals, activities not arranged by host institution).
- Determine budget and courses in conjunction with GEO staff.
- Collaborate with the GEO staff to coordinate, organize and/or plan excursions.
- While on site, teach, care for students, and administer the program logistics and finances.
- Oversee the teaching activities of local faculty.
- Ensure that courses are site-specific, explicitly linked to the local or regional setting of the program in line with COLL300 expectations.
- Remain in residence and available for the length of the program; it is expected that the Director will accompany students on their group excursions and that, with the exception of these excursions, s/he will be in residence at the program location for the entire duration of the program, including weekends.
- Provide financial oversight including tracking receipts that will be submitted upon return.
- Submit to the Global Education Office (GEO) and International Studies Advisory Committee (ISAC) a thorough report on the summer program (template will be provided).
- Complete responsibilities in order to satisfy COLL300 requirements.

Detailed information regarding the PD's duties is available in the *W&M Faculty-Led Summer Programs Director's Manual*, which may be obtained from the GEO.

**Application
Deadline and
Requirements**

Applications must be submitted online by 11:59pm on Wednesday, May 6, 2024.

PD selections will be announced in June 2024.

**Program
Director
Selection
Process**

The ISAC evaluates all proposals and selects program directors.

Program directors will be selected based on the following criteria: overall quality of course proposal; site-specific nature of course; synergy with other courses offered; expertise of the candidate; evidence of teaching effectiveness.

There is no preference for candidates who have recently directed or participated in this or other W&M faculty-led programs.

The ISAC will consider feedback from the Reves Center with regard to applicants who have directed prior W&M summer programs.

In addition, given the distinct responsibilities of the Program Director position, university administrators may contact appropriate offices (Provost, Dean, Title IX Coordinator) for information relating to the applicant. The applicant will be given the opportunity to respond to or explain any negative information thus obtained.

Further details are provided in the *W&M Faculty-Led Summer Programs Director's Manual* available upon request. You may also contact Sylvia Mitterndorfer, Director of Global Education, at smmitt@wm.edu.

**For more
information**