Criteria for faculty to participate in faculty-led study abroad programs

1. Submit a brief proposal that includes one or more of the following:

    a. How participation in the program will contribute to the faculty member's professional development.
    b. How participation in the program will contribute to curriculum development in the faculty member's program area, enhance the global dimension of their teaching, and add to student learning.
    c. How participation in the program will be of benefit to the study abroad program and its continued development.
    d. Include description of any previous international education experience that this program will build upon or enhance.

2. The proposal must be endorsed by the faculty member's Department Chair and Dean of the School or College.

3. The faculty participant must agree to meet the following conditions:

    a. Participate in all pre-departure group meetings, classes and orientations in preparation for the program abroad.
    b. Arrange to pay in advance the full cost of participation in the program as per the stated deadlines. The faculty member may seek professional development funds they may be eligible for.
    c. Participate in all activities related to the program while abroad, including lectures, site visits and in-country travel.
    d. Be subject to all group rules and guidelines, including safety, food, accommodations, and transportation. *The host institution will not be able to make special arrangements to accommodate individual preferences and needs except in an emergency*. The host institution may be able to arrange meetings with counterparts in the faculty member's discipline to develop future collaborative activities.
    e. Submit a report of the experience within 4 weeks of return that includes a description of how the program contributed to the faculty member's professional development, and a plan for follow-up curricular and co-curricular activities associated with the program on campus and in the community.
    f. Be prepared to submit periodic reports on follow-up activities and demonstrate support for future program activities.