



# Global Course Connections

## GCC Faculty Program Application (AY 2013)

**INSTRUCTIONS:** Applicants are asked to complete items 1 – 25 and have their department chair or program director indicate they have reviewed the proposal and agree to give credit for the course and its off-campus component. Department chairs/program directors are also asked to provide a brief letter describing how the existing on-campus course and its off-campus field component contribute to undergraduate education in the unit. Please submit this GCC application along with a letter from your chair/director and a current curriculum vitae (which includes a list of courses taught and relevant international experiences) electronically to **Corrie Hoeft**, CGIS Secretary, ([hoeftch@umich.edu](mailto:hoeftch@umich.edu)) by **5pm February 29<sup>th</sup> 2012**.

1. Applicant(s) name and faculty position(s):
2. Office address, campus zip, telephone number, and e-mail address:
3. Department or Program/School/College:

### Program Description

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4. Proposed on-campus course/s name, number, and amount of credits (i.e. Scotland Since 1603: History and Culture, History 328/317 section 001, 3 credits) for which this GCC would be an extension. This course should already be approved by the department's curriculum committee and should be a part of the instructor's regular teaching load for the Winter term:



11. What assignments in the off-campus component justify the additional 2 academic credits?  
Please include resources that students will have access to on-site in order to complete these assignments:

12. What type of accommodations are anticipated to be offered (please check all that apply):

Apartment          Dormitory          Homestay          Other \_\_\_\_\_

13. Language of Instruction:

14. Possible language barriers or issues (for non-English speaking locations only) and ways to overcome these (Language requirement, on-site language instruction, interpreters, etc.):

15. Estimated budget (total cost before any subsidies) based on 12 student participants, the faculty leader, and a program assistant/second faculty leader. This budget is only an estimate and will be revised later. At the end of term Winter 2012 term, CGIS will meet faculty individually to discuss budget specifics. (Please use the attached template or download the interactive program budget template at <http://www.lsa.umich.edu/cgis/gcc/faculty.html>)

16. Are any departmental scholarships or funding opportunities available for participants? If so, please specify.

### Faculty Leader Site Experience

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17. Please provide information regarding the faculty leader's knowledge/experience of the proposed site:

18. Please describe the faculty leader's language proficiency (for non-English speaking countries only):

19. What previous experience does the faculty leader have leading student groups off-campus?

20. What are the health and safety concerns entailed with this program location. Sources that may have information about your study location: [Overseas Security Advisory Counsel](#), [Department of State Travel Warning](#), [Centers for Disease Control](#), [Smart Traveller](#) and [University of Michigan Health Services Travel](#)?
- a. Political Unrest (Elections, Riots, Demonstrations, Including UM Student Activism)
  
  - b. Ground Transportation (Safety on Highways, Public Transportation)
  
  - c. Medical Access (Urban or Rural)
  
  - d. Region Specific Health Issues (Immunizations needed, Diseases)
  
  - e. Forms of Harassment (Nationality, Women, Race, Religion, Sexual Orientation)
  
  - f. Personal Safety (Fear of Bodily Harm, Kidnapping, Theft, Walking, Housing Safety)
  
  - g. High Risk Activities (Hiking, High Altitudes, Going Near Unstable Areas)
  
  - h. Other, please describe

21. How will the program be designed to address the listed health and safety concerns? (E.g. Thailand. These issues will all be discussed in the student orientation and the faculty leader is familiar with Thailand. To avoid robberies when moving between cities, the group will travel in the daytime, on major highways, and we will be taking hired vehicles instead of buses. To avoid the possibility of riots and instances of political unrest, the group will stay away from Bangkok where government buildings and embassies are located. If riots increase, the program will change its route to avoid staying in the city at all. The group will enhance personal safety and protection against pickpocketing by being encouraged to travel in groups (unless otherwise specified by the instructor), to not wear fancy jewelry, clothes, or electronics, and by safely carrying and transferring money. The group will be doing a day-hike to a rural temple, though the trail does not require technical expertise to navigate. This temple is not near the Pra Viharn, Ta Kwai, or Ta Muen, which all have travel advisories listed. Additionally, the faculty leader and the program assistant will have cell phone service and two vehicles are being taken in the event of an emergency. The faculty leader has been to this rural location before and knows the nearest hospital with adequate medical facilities is two hours away.

22. Signature of Faculty member applying to lead a Global Course Connections course

_____	_____
Printed Name of Faculty Applicant	Department/Program
_____	_____
Signature of Faculty Applicant	Date

23. If applicable, signature of Second Faculty member applying to lead a GCC course

_____	_____
Printed Name of Faculty Applicant	Department/Program
_____	_____
Signature of Faculty Applicant	Date

24. Signature of Department Chair/Program Director indicating support for the proposal and agreement to award departmental credit (to be accompanied by a brief letter describing how the proposed course and off-campus field component will contribute to undergraduate education in that unit). Letter should also confirm if the proposed GCC course will become a regular offering in the unit and/or if support, such as departmental cost sharing, is available.

_____	_____
Printed Name of Chair/Director	Department/Program
_____	_____
Signature of Chair/Director	Date

25. Signature of Department Business Administrator acknowledging they will execute financial and administrative responsibilities associated with running the GCC program (a training session will be offered in Winter 2013 for administrators).

_____	_____
Printed Name of Department Administrator	Department/Program
_____	_____
Signature of Department Administrator	Date

**BUDGET REQUEST**

*Instructions: Fill in all the applicable yellow fields only. Please note: the local currency column will automatically convert to US currency using the populated exchange rate. Blue fields are automatically calculated. A detailed breakdown of expenses is required for some line items (please give a description on the separate sheet provided for you on the next tab).*

**PROGRAMMATIC BUDGET REQUEST**

<b>Program:</b>					
<b>Country:</b>		<b>Nights Abroad:</b>			
<b>Teaching Fellow:</b>		<b>Number of Participants:</b>			
<b>Student/Teaching Fellow:</b>		<b>Type of Local Currency:</b>			
<b>Program Dates:</b>		<b>Estimated Exchange Rate:</b>	1 USD =		1.00

	NOTES	PER STUDENT		GROUP	
		LOCAL CURRENCY	US DOLLAR	LOCAL CURRENCY	US DOLLAR
<b>Faculty Leader</b>					
Housing					\$0
Meals					0
Airfare					0
Airport transfers (US and abroad)					0
Local transportation (if not covered in the group transportation)					0
Excursions					0
<b>Teaching Fellow Total</b>					\$0
<b>Program Assistant or Second Faculty Leader</b>					
Housing					0
Meals					0
Airfare					0
Airport transfers (US and abroad)					0
Local transportation (if not covered in the group transportation)					0
Excursions					0
<b>Student Fellow or Second Teaching Fellow Total</b>				0	\$0
<b>Program/Group</b>					
Group Transportation (cost for a chartered vehicle/s, i.e. a van rental for an entire group)					0
Faculty/staff phones					0
Operating and instructional supplies					0
Classroom/facility rental					0
Local coordinator/administrator					0
Group meals					0
Excursions					0
<b>Program/Group Total</b>				0	\$0
<b>Student Participants (Per Individual)</b>					
Housing			\$0	0	0
Meals			0	0	0
Local transportation (if not covered in the group transportation)			0	0	0
Excursions			0	0	0
Miscellaneous (attach breakdown)			0	0	0
<b>Student Participants Total</b>		0	\$0	0	\$0
<b>Grand Total Expenses</b>					\$0

**ADDITIONAL PERSONAL STUDENT COSTS OUTSIDE OF PROGRAM Budget Request**

<b>Student Costs Outside of Program Fee</b>					
Tuition/fees (if semester overload)		0	\$0		
Passport, visa, photos		0	0		
Books		0	0		
Immunizations		0	0		
Airfare		0	0		
Meals (if not all meals are provided)		0	0		
Miscellaneous (please specify)		0	0		
Personal expenses		0	0		
<b>Total Student Costs Outside of Program Fee</b>		0	\$0		

To download the excel spreadsheet, please visit <http://www.lsa.umich.edu/cgis/gcc/faculty.html>.