**MayX 2022 Study Away Proposal Form**

**due on August 24th, 2021**

**(Email completed form to Ben Efird** [**ben.efird@furman.edu**](mailto:ben.efird@furman.edu)**)**

**Study Away Committee will review proposals in September**

**MAY X 2022 STUDY AWAY PROGRAM TITLE:**

**COUNTRY/COUNTRIES (if not obvious from the title):**

**COURSE NUMBER, COURSE TITLE & CATALOG DESCRIPTION:**

**-***If you are submitting a new course proposal to the Curriculum Committee, please note the course is new.*

**MAYX PROGRAM DIRECTORS:**

**- *All study away MayX programs must have two program directors.***

**COMPENSATION:**

* **Team Teaching Scenario:** The teaching load will be split equally between program directors (each director will receive a $2700 teaching stipend for equal contributions to the course). Note: If the course has a discipline prefix, the department chair must validate that both faculty are qualified to teach the course; OR a multidisciplinary/interdisciplinary course with an MXP prefix is required.
* **1 Primary Instructor Scenario**: One faculty member will do the majority of the teaching and will receive the $2700 stipend; the other program director will be involved in some teaching and program activities but is not "equally teaching" the course; OR the second director will serve as an observer. In this set of scenarios, a single $2700 stipend will be given to the primary instructor and he/she can decide if it should be divided.
* **Full-Time Staff Scenario**: One program director is a full-time staff member and will continue to receive his/her regular salary during the MayX which makes him/her ineligible to receive a teaching stipend regardless of whether he/or she teaches.

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| **Directors** | **Department** | **Teaching Compensation** ($2700 per teaching faculty member. Staff continue to receive their monthly salary.) | **Adminstrative Stipend** $1500 available per program which can be divided as appropriate between directors. |
| 1. |  |  |  |
| 2. |  |  |  |

**Program Director Interest Statement:**

*-Why are you interested in leading this program (in terms of both topic and location)?*

**PROGRAM DESCRIPTION** *-Provide a short description of your program.   
-How will the study away directors' experience or interests complement the program objectives?*

**HIGH IMPACT PRACTICES INVENTORY FOR ENGAGED LEARNING**  
*The following questions are being asked of all research faculty, internship hosts, and study away program directors to collect data on high impact practices that encompass the goals of The Furman Advantage.   
High impact practices have certain defining characteristics involving time duration, learning objectives, meaningful relationships, regular feedback for students, exposure to differences and/or diversity, real-world applications, presentations, and opportunities for reflection. In the sections below, we ask you to comment on how your program’s elements align with these facets of high impact practices with prompts and descriptions for each.*

**1. Time**  
*The experience should be of substantive duration to maximize student engagement, investment, and effort.   
-Explain the relation of the location(s) to the academic content, and the ability of the chosen location(s) to achieve substantive duration within the confines of the MayX calendar.   
-Explain concepts, assignments, and activities that meet this objective.*

**2. Preparation**  
*Learning objectives have been determined and the study away leaders have identified how the students will be oriented and instructed to ensure those objectives are known, understood, and met over the duration of the program.   
-Define the student learning objectives for the course and program.   
-How will you know if students have understood and met your objectives during the program?*

**3. Relationships**  
*As part of the experience, students will have the opportunity to build substantive (ongoing, meaningful) relationships with key stakeholders, which may include peers, staff, faculty, mentors, community members, host family members, etc. These opportunities include collaborations on projects, activities, or related assignments.   
-Describe the assignments, projects, or collaborative meetings you have planned for your students to undertake to build relationships.*

**4. Feedback**  
*Student will receive regular feedback about their assignments and progress toward meeting the learning objectives, and will have opportunities to make changes/adjustments based on feedback.  
-How and when will you incorporate feedback and in what form?*

**5. Diversity/Differences**  
*The experience will provide exposure to, and facilitation of, student engagement across individuals with different ideas, backgrounds, and experiences.   
-Describe assignments, projects, or collaborations that you are planning for your students to undertake pertaining to difference and diversity*.

**6. Real-World Application**  
*Students will apply, integrate, and synthesize knowledge in the context of this experience.   
-Explain the real-world applicability students will acquire by meeting the learning objectives.*

**7. Presentations**  
*Student will provide feedback to faculty regarding progress towards meeting their learning outcomes (both formal and informal outcomes).   
-Explain the opportunities your students will have for presentations.*

**8. Reflection***Students will provide reflections addressing how they applied what they learned in the classroom to the experience as well as how the experience informed their professional goals and academic endeavors.   
-Explain the type of reflection assignments students will be required to complete.*

**TRAVEL PLANNING**

**LOGISTICS**   
*Which education abroad provider or student travel planning agency do you intend to use to plan your program? (Please contact Ben Efird if you would like recommendations based on the type of program you are planning.)  
-Why have you chosen to work with this travel provider?*

**ITINERARY:**   
*Provide a summary of your travel schedule and include dates, cities, countries.  
Programs that visit multiple countries or are moving every 3 or 4 days will need to provide further rationale for doing so. (If you have an itinerary from a travel provider, you can attach it or summarize dates in each location).*

**LIVING ARRANGEMENTS**:  
-*What are the student living arrangements during your program? (Hotel, host family, camping in a tent, hostel, etc.)*

*If it became necessary, are there resources/plans in place for quarantining students while abroad?*

**MEAL ARRANGEMENTS:**  
- *How often do you plan to eat as a whole group vs. letting the students fend for themselves?  
- Can dietary restrictions/allergies/food preferences be accommodated?*

**SAFETY & RISK MANAGEMENT** <https://travel.state.gov/content/travel/en/international-travel/International-Travel-Country-Information-Pages.html>

Please consult the U.S. State Department (link provided above) and for each country you will be visiting, please list the U.S. Department of State Level (1-4), and travel advisories from the website. No Furman program is permitted to travel to a Level 4 destination under normal circumstances.

**RISK MITIGATION:** *Please explain how you plan to mitigate risks referred to by the U.S. Department of State for your program.*

**COVID-19:** *Since it is highly likely that COVID will continue to affect travel, please tell us or provide the link to information about COVID risk management from the travel provider. This information might include a contingency plan, a quarantine plan, and other information about following local rules and regulations.*

**HEALTH & MEDICAL CARE**  
-*Describe medical care availability, access, and quality at each destination of the program. Are you ever planning to be more than 1 hour away from medical care?  
- Will participants need specific inoculations or immunizations or need to take any special health precautions?*

*-If you or a student were to be diagnosed with COVID-19 while on your program does the country/countries you plan to travel to have healthcare systems in place to provide adequate care for COVID-19 patients if it became necessary?*  
*-Are there any food and water health/safety issues? If yes, please explain.*

* High(er) Risk Activities:   
  *Describe any required/optional high(er) risk activities you are planning or will encourage students to try - trekking, climbing, strenuous hiking, safaris, sports, etc.   
  Please note that bungee jumping, caving, mountain climbing, ziplining, parachuting, skydiving, motorcycle riding, and hanggliding are not allowed and not covered by Furman’s insurance. If you would like to inquire about supplemental insurance to cover one of these activities, note it here. It must be approved by Furman and Furman’s insurance prior to your program start date. SCUBA and snorkeling are allowed only when associated with your curriculum.*

**BUDGET NARRATIVE**

*Please explain the costs associated with your program. You will also submit a budget template (excel document) to calculate the per student costs, fixed costs, and faculty expenses. The total cost of the program should not exceed $6000 per student. This should include all faculty expenses.*

Please be in contact with Ben Efird – [ben.efird@furman.edu](mailto:ben.efird@furman.edu) 864-294-3245 to discuss the proposal and have a preliminary budget meeting.

Submit your proposal by emailing it to Ben Efird.